



Qualifications for
Design Services:

New Fire Station & Combined Dispatch Center

Westford, MA

April 14, 2016



Donham & Sweeney | Architects

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Jeff Shaw, Principal, AIA LEED AP

C. Christopher Logan, Associate, AIA

14 April 2016

Town of Westford
Permanent Town Building Committee
53 Main Street
Westford, MA 01886

Re: RFQ—New Fire Station and Combined Dispatch Center, Westford, MA

Dear Members of the Permanent Town Building Committee:

The Town of Westford has an important challenge before it in order to keep the Fire Station project and Dispatch Center moving along in a timely manner and within the town's established project budget. This project is not new to us. Donham & Sweeney interviewed with the town in 2014 for the initial study, we have followed the evolution of the Schematic Design to its current form, and more recently, led Westford Building Committee members on a tour of our recently-completed North Andover Fire Station, where we were joined by the Assistant Town Manager in a discussion of the range of cost-saving measures incorporated into the station design.

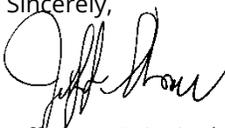
We understand the decision of the Town of Westford to change the design firm after schematic design was a difficult decision with challenges and unknowns. However, we are encouraged by the thoughtfulness and determination of the Building Committee to make this decision for the best interests of the Town and the Public Safety departments. We are very excited to submit our qualifications again and believe that our experience designing fire stations and dispatch centers, our proven track record with developing thorough space needs programs, design options, cost estimating and managing team members, schedules and contractors are well-suited to the needs of this project and the Town of Westford.

Highlights of our qualifications that are especially relevant to Westford include:

- ❖ **6 fire stations** in the last 5 years
- ❖ Average **below \$400/sf** of four most recent fire stations
- ❖ **Over 30 dispatch centers**, including combined dispatch
- ❖ Renovation/repurposing space in occupied buildings
- ❖ Flexible, responsive, good listeners

Donham & Sweeney's goal is to meet the needs of the users, now and into the future, to meet the community's budget constraints, and to deliver a final product of which we and the community are proud. We look forward to the opportunity to work with you on this exciting project.

Sincerely,



Jeff Shaw, Principal, LEED AP BD&C

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Certificate of Tax Compliance	
Statement of MGL Building Code	

New Fire Station & Combined Dispatch Westford, MA

Donham & Sweeney Overview

Firm Background

Founded in 1967, Donham & Sweeney has always been committed to providing unique, customer-driven design solutions to a diverse range of public, private, and corporate clients throughout the New England area. We are recognized for creating spaces that establish their own identity and character yet remain contextually sensitive to their surroundings. D&S Architects works hard to make sure our buildings are outstanding and successful; and this begins with a commitment to our clients' visions, needs, and goals.

In addition, we pay special attention to the distinctive architecture of the region in order to cultivate designs that are timeless and firmly rooted within their communities. The resulting facilities are embraced by citizens and reinforce community pride.

Public Safety Expertise

Donham & Sweeney Architects is well known in the region for thoughtful, well-designed police, fire and public safety buildings that reflect the context of their surrounding communities. Designing a fire station requires a careful blend of municipal and civic architecture that fosters user and taxpayer pride in the community and the technical expertise to understand the operational concerns of a busy fire department. D&S is familiar with and regularly references NFPA standards, including those specific to Fire Stations as well as NFPA 1221: standard for the installation, maintenance, and use of emergency services communications systems and NFPA 1: Fire Code. From feasibility to programming to final design, our team knows the priorities and challenges facing chiefs and their communities, and we have designed and **completed 21 Police Stations, 15 Fire Stations, and 12 Combined Public Safety buildings** in the last three decades.

Public Construction Experience

With the bulk of the firm's work in the public sector, primarily for Massachusetts cities and towns, Donham & Sweeney has a strong understanding of current Massachusetts building codes, standards, laws (including Chapter 149), and procedures. In addition, we have completed several CM@Risk projects and have experience with the timing and approvals involved in that delivery method.

High Level of Service/Thorough Process

Clients tell us again and again that they like working with Donham & Sweeney because we're there for the long-haul and we stick with them through project challenges. The team you meet at the interview and kick-off meeting is the same team you'll see right up through project close-out and beyond. For the recently-completed Weston Police Station, the owners have commended D&S for resolving particularly challenging issues during design and construction and are very pleased with the police department's new home.



New Fire Station & Combined Dispatch Westford, MA



Responsive to Program Needs and Budget

Our goal is to deliver a new Fire Station and Combined Dispatch Facility that meet the town's cost expectations and provide the fire department with a modern, flexible and thoughtfully designed home. Referencing information from our recent work, we will work with Westford to compare its space program with similar facilities from neighboring communities, and test-fit the program within the proposed building layout. And rather than simply cut "extra" space from the program, Donham & Sweeney looks for creative solutions that keep the program within the budget, exploring adjacencies, shared space and long-term phasing for planned work space.

Community Process

We recognize that a vital aspect of our role is to communicate and convey the importance of the project to the public. Through data, drawings, computer models and public presentations, our team supports municipal leaders and committees in their efforts to galvanize broad public support for your public safety project.

Committed to your Vision

Our goal is to create outstanding buildings - municipal facilities that are functional, attractive, and cost-effective; that become landmarks for both the larger community and the public officials that work within them. This begins by actively listening to our clients, and making firm commitment to their needs, goals, and vision.

Cost Control

We know how important it is that your building is functional and cost-effective, and that your project encounters as few change orders as possible. We regularly use Pete Timothy of A.M. Fogarty for estimating our projects. He knows our buildings well and can accurately estimate their costs based on preliminary design drawings. Our four most recently bid police and fire construction projects have all come in under the original cost estimate.

Sustainable Design

Over the course of the firm's history, Donham & Sweeney has promoted sustainability as an integral part of the design process. Our experience includes the design of both active and passive solar homes and a church. Principal Jeff Shaw and several team members hold LEED AP, BD+C qualifications and the firm is a member of the U.S. Green Buildings Council.

Our recently completed **Arlington Fire Headquarters** renovation, the town's first LEED Gold building and is projected to save the town 35% in utility costs over a comparable building. Recent LEED Silver projects include **Lincoln Town Offices** and **Arlington's Highland Fire Station**, each of which, in addition to water use and building envelope efficiencies, diverted an extraordinary 95% of construction waste from landfills. While not pursuing LEED Certification, several projects currently in construction are being designed to be equivalent to LEED Silver or better, including the new **Weston Police Station**.

New Fire Station & Combined Dispatch Westford, MA

Summary of Relevant Experience

Past Projects

Following this list of relevant projects completed in the **last five years**, we have included detailed project descriptions.

FIRE STATIONS

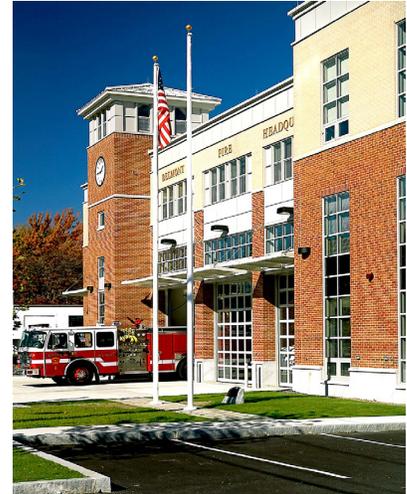
- [New Fire Station HQ- Leicester, MA \(Design\)](#)
- [New Fire Station - Uxbridge, MA \(Construction\)](#)
- [New Fire Station - North Andover, MA](#)
- [New Fire Station - Newton, MA](#)
- [Central Fire Station - Arlington, MA](#)
- [HQ and Two substations, Newton, MA \(Study\)](#)
- [Fire Station, Stow, MA \(Study\)](#)
- [Five Fire Stations, Brookline, MA \(Study\)](#)
- [Fire Station Lexington, MA \(Study\)](#)
- [Highland Fire Station Renovation - Arlington, MA](#)
- [New Westport Fire HQ - Westport, MA](#)
- [New Fire HQ & Substation - Belmont, MA](#)
- [New Central Fire HQ - Fitchburg, MA](#)
- [New Fire Station & Training Facility - Milford, MA](#)
- [Fire HQ Renovation/Expansion - Bedford, MA](#)
- [Webster Square Fire Station Renovation - Worcester, MA](#)
- [Danvers, MA](#)
- [Harwich, MA](#)
- [Hanover, MA](#)

POLICE STATIONS

- [New Police Station - Weston, MA](#)
- [Police Station - Belmont, MA \(Feasibility Study\)](#)
- [New HQ - Brunswick, ME](#)
- [New HQ - Whitman, MA](#)
- [New HQ - Wellesley, MA](#)
- [New Police Station & Emergency Response Center - Dracut, MA](#)
- [Police HQ Renovation/Expansion - Bedford, MA](#)
- [Police HQ Renovation/Expansion - Stoneham, MA](#)
- [Yarmouth, MA](#)
- [Chelsea, MA \(Renovation/Expansion\)](#)
- [Reading, MA](#)
- [Haverhill, MA](#)
- [Tewksbury, MA](#)
- [Weymouth, MA](#)

PUBLIC SAFETY

- [Mansfield, MA \(study\)](#)
- [Stoughton, MA \(study\)](#)
- [Medford, MA \(study\)](#)
- [Lexington, MA \(study\)](#)
- [Lawrence, MA \(study\)](#)
- [Brookline, MA](#)



North Andover Central Fire Station

North Andover, MA



The North Andover Fire Department had operated out of the same facility for over 100 years. The historic facility on Main Street was originally designed for horse-drawn fire apparatus and the department was unable to fit newer equipment inside.

The new Central Fire Station is situated on a corner, which allowed the incorporation of four drive-through apparatus bays. The compact and efficient layout accommodates the Fire Station program, as well as a loft off the apparatus floor, providing much-needed storage.

Comfortable crew quarters, with separate kitchen, day room and fitness room occupy the second floor. Staff training needs are met with a classroom and a two-story wall for high-ladder rescue training.

Scope

- Feasibility Study
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration

Size

14,500 sq. ft.

Construction Cost

\$6,700,000 (cost at SD)
\$5,261,269 (Final)

Status

Design Start: 3/2014

Construction Complete: 11/2015



New Fire Station & Combined Dispatch Westford, MA

Newton Fire Station #10 Newton, MA



D&S was selected to prepare a Feasibility Study for the City of Newton's Fire Headquarters, Station #3, and Station #10. The analysis was completed under the revised Building Code. Recommendations included weighing the cost to build new due to the seismic code revisions. The City retained our firm to complete the design of Station #10.

Station #10 is located in a tight residential neighborhood on a busy street. After a number of site review presentations and programmatic changes, the City decided that the Wires Division building would be built on the same site as Station #10. In addition, D&S designed a temporary facility offsite to house an entire engine company that was displaced during demolition and construction. The new design ensures that the facility is completely backed up by a stand-by generator. The design also incorporates a high efficiency Variable Refrigerant Flow (VRF) heating and cooling system, as well as Energy Recovery Ventilators (ERV). Both facilities are masonry clad buildings that meet or exceed the "Stretch Energy Code" Newton requires as a MA Green community.

Scope

- Feasibility Study
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration

Size

10,200 sq. ft.

Construction Cost

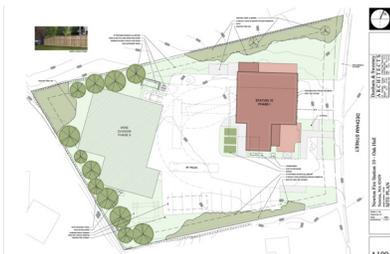
\$5,000,000 (cost at SD)
\$5,600,000 (Final)

Status

Design Start: 10/2011
Construction Complete: 8/2015

Highlights

- New Construction
- Included temporary facilities
- Final Construction Bid less than Final Design Estimate
- Accelerated Design / Plans
- Project completed on schedule
- Includes sustainable design elements



New Fire Station & Combined Dispatch Westford, MA

Fire Headquarters and Substation Belmont, MA



Analysis of 17 different sites and a thorough response time study determined that two strategically located stations could replace aging, obsolete stations and better meet the needs of the community.

The Headquarters building sits on a busy artery through town and incorporates elements of its predecessor station with a form that echoes hose-draw towers from earlier firefighting. With five apparatus and vehicle bays on the ground floor, this station provides extensive department training, meeting and office space as well as crew quarters, dining, recreation and fitness areas.



The substation, built on the site of a former municipal parking lot and local bus hub, occupies a prominent corner location at the entrance to Belmont Center's compact retail area. As a symbolic gateway to downtown Belmont, the substation incorporates a bicycle shelter into its exterior design, and features an engaging circular pedestrian entry. The first floor contains a day room and a gear room, while the upper floor has crew quarters for ten, plus study and shower areas.



Scope

- Feasibility Study
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration
- Historic Preservation
- Renovation

Construction Cost

\$8,500,000 (cost at SD)
\$10,100,000 (Final)

Status

Design Start: 2004
Construction Complete: 2007

Highlights

- New construction
- Designed to be LEED certified
- Project completed on time

New Fire Station & Combined Dispatch Westford, MA

Uxbridge Fire Station Uxbridge, MA



As a part of a Feasibility Study for the Town of Uxbridge's Fire Station, D&S designed and proposed a 14,365 sq. ft. fire station to be built on a reconfigured current site next to the Town Hall, which is a prominent and central location.

The proposed facility would be located on South Main Street, adjacent to Town Hall. The new station would contain five apparatus bays that would allow for a two-way flow of traffic in and out of the bays.

As study documents are finalized, the Town of Uxbridge will look at next steps in acquiring the plot of land that the station would be built on.

Scope

- Feasibility Study
- Schematic Design

Size

14,365 sq. ft.

Construction Cost

\$5,900,00 (cost at SD)
\$6,600,000 (bid)

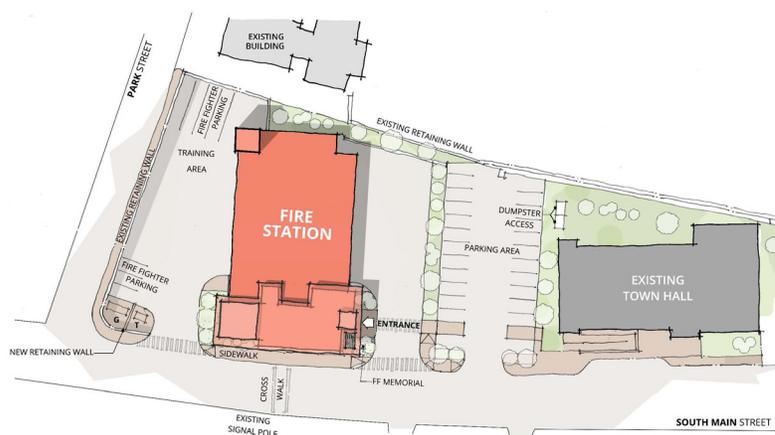
Status

Design start: 5/2014

Construction complete: 6/2017 (est)

Highlights

- New Construction
- Demolition / Use of Existing Site
- Project started as a Feasibility Study
- Study portion completed on schedule



New Fire Station & Combined Dispatch Westford, MA

Fire Headquarters Arlington, MA



This renovation of an iconic, octagon-shaped 1926 fire station in a prominent location in the town's center, provides modern, updated facilities that accommodate the return of headquarters operations from off-site.

Work included repurposing of under-used space in the lower level to accommodate a heavily-used training room, a fitness room, and industrial-quality laundry facility. On the main floor, the renovation included new overhead doors and windows, a public entrance and watch room. The upper floor, which houses crew quarters and offices, includes five single-occupancy dormitory rooms for overnight staff, a bright, spacious day room and kitchen/dining suite, chief's private office suite, and a conference room inserted into unused space of the empty hose tower.

Because there is one apparatus bay located below grade, the design included shifting a critical support column in order to enlarge the door and accommodate wider equipment.



Scope

- Feasibility Study
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration
- Historic Preservation
- Renovation

Construction Cost

\$5,900,000 (cost at SD)
\$5,000,000 (final)

Status

Design Start: 3/2013
Construction Complete 8/2015

LEED Gold Certified

Highlights

- Historic renovation
- Fulfillment of Master Plan

New Fire Station & Combined Dispatch Westford, MA

Weston Police Station Weston, MA



Donham & Sweeney collaborated with the Town and its designated “Working group” to accelerate design and document production in a compressed, five-month schedule in order to have the project submitted to the annual Town Meeting for approval.

Building on information from an earlier study, Donham & Sweeney developed a detailed program for a new building, and created a site plan that accommodated replacement of the existing police station and reusing the site, which is adjacent to a new public works facility. We then developed a site plan for a new building using the existing site, which included the demolition of the original facility.

Located along a busy thoroughfare through this suburban community, the simple forms and blue panel accents of the Police Station signal its public safety function while respecting the understated surroundings.

Scope

- Schematic Design
- Design Development
- Construction Documents
- Construction Administration

Construction Cost

\$9,800,000 (cost at SD)
\$8,900,000 (Final)

Status

Design Start: 11/2013
Construction Complete: 12/2015

Highlights

- Shared Complex
- New Construction
- Modified Existing Study
- Final Construction Bid less than Final Design Estimate
- Accelerated Design / Plans
- Project completed on schedule

New Fire Station & Combined Dispatch Westford, MA

Whitman Police Station Whitman, MA



Squeezed into 7,500 square feet in the back of the Whitman town hall, the original police station had a number of issues aside from space that needed to be addressed, including code compliance and a lack of accessibility.

Donham & Sweeney developed a program for a new, 17,000 sf police station located just off the town common. The two-story building provides an efficient, accessible complex that accommodates a range of police functions, including dispatch, lock-up training, and community relations. The new site is designed to allow easy public access, separate from police vehicles.



Scope

- Feasibility Study
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration

Size

17,000

Construction Cost

\$5,700,000 (cost at DS)
\$4,800,000 (Final)

Status

Design Start: 8/2009
Construction Complete in 2/2011

Highlights

- New Construction
- Project started as a Feasibility Study
- Final Construction Bid less than Final Design Estimate
- Accelerated Design / Plans
- Project completed on schedule

New Fire Station & Combined Dispatch Westford, MA

Client References

Introduction

A majority of our clients are public safety and municipal officials from across the state of Massachusetts. In our experience, they value working with architects who can provide plans, designs, and buildings that are not only cost effective, but attractive, functional, and supportive of future growth. Our studies and designs have resulted in buildings that stand the test of time and become sources of pride for the people who work in and rely on them.

We're incredibly proud of our ability to deliver that service to our clients. As a result we are confident in the relationships that we've built, and the renovations, designs, and buildings that we have completed. Please do not hesitate to reach out to our clients listed below.

Key References

Ray Santilli, Assistant Town Manager
Town of North Andover
Tel: 978-688-9526
Project: New Fire Station

Alex Valcarce, AIA, Deputy Commissioner
Newton Public Buildings
Tel: 617-796-1609
avalcarce2newtonma.gov
Project: Replacement of Fire Sub-station

Jerry McCarty, Director of Facilities
Town of Weston
Tel: 781-786-5720
mccartyg@weston.org
Project: New Police Station

Michael J. Goulding, Chief of Police
Town of Weston
Tel: 781-786-6201
goulding.m@westonmass.org
Project: New Police Station
Robert Jefferson, Fire Chief
Town of Arlington
Tel: (781) 316-3801
rjefferson@town.arlington.ma.us
Project: Renovation of 2 Fire Stations

Dave Frizzell, Fire Chief
Town of Belmont
Tel: (617) 993-2200
Project: New Fire HQ and Substation



New Fire Station & Combined Dispatch Westford, MA

Approach

Project Approach

Donham & Sweeney understands the importance a good, accurate, and detailed Space Needs Program plays as the design develops into the built-form. The first task is to work with the Building Committee and Chiefs to review and confirm the existing program, supplemented by the departmental data collected for the Building Committee. D&S will tap into our extensive knowledge of programming fire stations and dispatch centers and will make recommendations for the committee to review.

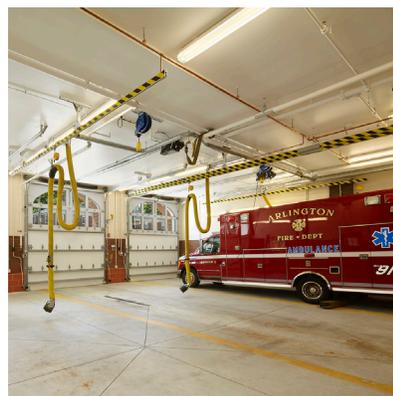
Upon starting the design phase, concept options and a site analysis for the new station will be prepared concurrently. Looking at options for how the site can be designed will provide important feedback for fire station functionality as well as project cost. D&S strives to be as flexible as possible in the early stages of design, generating multiple options for working sessions with the Building Committee. An integral part of the early design studies will be preliminary pricing for each option.

Schedule and Work Plan

The Town's goals are clear to us, ultimately to have a new police facility that is able to adequately house the Police Department and support the department's operation, now and in the future. The Town would like to evaluate multiple sites, choosing the most feasible and then design and construct a new facility. Our immediate task will be to help the Police Department and the Police Facility (PF) Building Committee establish a reasonable Space Needs program and then to confirm the feasibility of each site to house the program.

Our prior experience working with coastal communities similar to Bourne leads us to believe that high ground water may not allow for a full basement. We anticipate preparing a program and designs that allow for this contingency. Furthermore we believe that an approach utilizing a weighted matrix of options and making decisions based on reliable information will lend credibility to the project as it comes before the Town leadership. We will review all available work already completed by the Town and Police Department, as well as review new issues that may arise.

The following tasks will meet Town of Bourne's desired scope of services. If selected for this project, we anticipate a conversation with the PF Building Committee to more closely align these tasks and services with Town goals. We have also listed durations with each phase to illustrate the time commitments involved. Our completed work will allow the Town to post information online or through another distribution campaign, hold public information sessions and make informal presentations to other officials, as desired.



New Fire Station & Combined Dispatch Westford, MA

PHASE I

- 1. Kickoff** **1 week—May 9**
 - Hold a kickoff meeting with all the project stakeholders
 - Discuss roles and responsibilities
 - Confirm the goals of the project
 - Confirm the project schedule and budget

- 2. Review Space Needs Program** **3 weeks-May 9—May 30**
 - Tour the existing Fire Station and Police Station (for Dispatch)
 - Interview the Fire Chief and other designated staff
 - Study organizational plans
 - Study staff projections and equipment/vehicle lists
 - Review and comment on the existing programming document
 - Prepare an updated draft Space Needs report
 - Discuss the draft Space Needs with the Chiefs and Committee.
 - Make revisions as necessary to the Space Needs, review with the Chiefs and Committee; put into final form.

- 3. Site Analysis** **3 weeks—concurrent with other work**
 - Review the previous reports, plans and analysis and tour the Boston Rd. site.
 - Review the topographic survey to determine boundaries, topography, easements, rights of way and utilities.
 - Review the environmental reports and determine if additional assessment must be provide to define contaminated materials
 - Prepare narratives for civil/site, sewerage, stormwater and disposal systems
 - Examine issues of size, level of service, neighborhood impact, access, egress, utilities, soils, topography, visibility, parking, zoning, expansion possibilities, temporary quarters, and costs.
 - Review the previous analysis of the Police Station in regards to the Dispatch Room project
 - Prepare a memorandum describing the above issues
 - Review with the Committee and the Fire Chief
 - Revise and put in final form

- 4. Concept Design Options** **4 weeks—May 30-June 27**
 - Following program review and site analysis, and using the approved Space Needs Program, develop three alternative site designs and interior concept layouts for the needed space
 - Evaluate these alternatives for efficiency with respect to function, image, phasing and regulatory approvals
 - Provide a concept design option for the Dispatch Room at the Police Station
 - Provide a cost estimate for each option
 - Review these alternatives with the Chiefs, and the Committee; select a preferred alternative
 - Refine the selected alternative(s), again evaluating as above, including revised cost estimates
 - Identify sustainable design elements, any potential alternative energy solutions that can be incorporated into the facility, and rebate opportunities.



New Fire Station & Combined Dispatch Westford, MA

- Discuss procurement methods for the projects, including CM-at-Risk and joining the projects as one.
- Review with the Chiefs, and the Committee

5. Schematic Design Documents **6 weeks—June 27-August 8**

- Using the preferred concept option, prepare a schematic design that refines the preferred concept. Prepare presentation-quality drawings showing plans, room layouts, exterior elevations and a site plan conforming to the Town's zoning requirements.
- Prepare narratives describing the proposed structural, plumbing, fire protection, heating, ventilation, air conditionings, and electrical systems
- Prepare narratives on overall anticipated facility operation costs, including utilities
- Prepare a quantity take-off construction cost estimate broken down by CSI division
- Prepare a project cost estimate that includes all the costs for professional services, testing, furnishings, equipment and contingency
- Make final recommendations on procurement methods (Chapter 149 or 149a – CM at Risk)
- Conduct regular progress meetings and obtain approval from the Committee for the final work of this phase.



6. Regulatory Reviews **Concurrent with Schematic Design**

Prepare a Building Code analysis

- Prepare a Zoning Code analysis
- Compile a list of all the regulatory reviews and permits needed.
- Review those analyses with the Building Department.
- Using the preferred design, start an informal review process with the Planning Board

7. Public Meeting **week of August 8**

- At the conclusion of the Schematic Design phase, assist the Town in holding a public presentation
- Prepare presentation materials, including mounted boards and/or a Power Point presentation

Phase II

8. Design Development Documents **8 weeks—August 8 - October 3**

- Using the approved Schematic Design, add detailed notes, and door and finish schedules to the drawings
- Prepare an outline specification describing the materials and conditions of the construction
- Provide drawings describing the proposed structural, plumbing, fire protection, heating, ventilation, air conditioning, and electrical systems
- Provide a complete Design Development document set for CM- at-Risk procurement (if Chapter 149a CMR procurement method chosen)
- Using the footprint for the new building, conduct a geotechnical analysis of the sub-surface conditions on the site. Perform one-day test borings and/or test pits to understand the quality of soils present on the preferred site. Provide a report with foundation design criteria.
- Submit Documents for Planning Board or ZBA review (if required)



New Fire Station & Combined Dispatch Westford, MA

- Update the construction cost estimate to Design Development, based on approved Design Development drawings.
- Revise the project cost estimate
- Assist Town in obtaining necessary permits.
- Conduct regular progress meetings and obtain approval from the Committee for the final work of this phase.

10. Early Package Construction Documents (if CMR)

- Revise the construction cost estimate, and reconcile with CMR cost estimate
- Revise the project cost estimate
- Provide value engineering process as required, including construction materials, methods, and alternative mechanical systems
- Provide life cycle cost analysis of mechanical and energy system
- Prepare Concrete, Steel and Site Work packages for Early Bids



11. Construction Documents **6 weeks (14 weeks October 3-Jan12)**

- Upon acceptance of the Design Development phase we will proceed to prepare final construction documents for the work.
- Construction documents will be detailed to enable bid pricing by contractors and trade professionals.
- Prepare a complete project specification
- Complete the Planning Board or ZBA review (if required)
- Provide a final construction cost estimate at 60% completion of CDs
- Revise the project cost estimate
- Conduct regular progress meetings and obtain approval from the Committee to proceed into Bidding.



12. Bidding **6 weeks—Jan 12 - Feb 23**

- Review the advertisements for bidding
- Assist the Town in soliciting bids and selecting a bidding provider (if online bidding)
- Conduct a pre-bid site meeting with prospective bidders
- Prepare and distribute addenda
- Review bids Trade/Filed Sub and General Contractor bids
- Conduct reference checks of the three lowest bidders
- Make a recommendation on the General Contractor to the Town

13. Construction Administration **12 months**

- Administer the contract for construction, which generally consists of the following
- Conduct weekly project meetings for the duration of construction
- Take and distribute meeting notes
- Provide our opinion of construction progress and the quality and finish of the work product.
- Answer contractor questions and requests for information.
- Review and advise the Town on contractor change proposals and request for payment applications.
- Review contractor proposed substitutions for appropriateness.
- Provide affidavits if requested by the building inspector.
- Provide punch lists for work to complete.
- Review the work when substantially complete and again at final completion.
- Assist the OPM in collecting and turning over to the Town, all final documentation during the closeout period.

New Fire Station & Combined Dispatch Westford, MA

Project Team

Organization

Donham & Sweeney's project team will be under the direction of Principal, Jeff Shaw. Jeff will be the director and overall project point person for the team from beginning to end and he is heavily invested in crafting a high-quality project and delivering exemplary services to the Town of Westford. Chris Logan will be the point person and will manage the day-to-day design and oversee and coordinate the work of consultants. Both Jeff and Chris will attend and lead design and development phase meetings with the Town and user groups. During the construction phase, with oversight from Jeff, Chris will run the weekly project meetings with the contractor, including support staff and consultants, when necessary, during critical phases.



Donham & Sweeney

Jeff Shaw, AIA, LEED AP BD+C, Principal-in-Charge & Project Director, led Donham & Sweeney's work on the recently-completed Newton Fire Station #10. In addition, he has directed a number of the firm's recent public safety projects, including Fire Stations in Arlington, Newton, and Uxbridge, and Police Stations in Weston, Whitman, MA, and Brunswick, ME. He will be Westford's primary contact and will oversee the entire project. He will be responsible for planning, space needs, design review and quality control, and he will attend all meetings and presentations.

Chris Logan, AIA, Project Manager, is a skilled and detail-focused architect and Project Manager. He was Project Manager for the recently-completed North Andover Fire Station, as well as fire stations in Westport and Leicester. Chris will be responsible for all phases of the project, including site analysis and design, cost estimating, management of in-house designers and consulting engineers on the technical documents, and construction administration. Chris will attend all meetings and presentations.

Consultant Team

The consultants listed below round out our proposed design team. Resumes for all team members follow those for D&S.

Structural Engineer
Becker Structural Engineers

Landscape Architecture
CBA Landscape Architects, LLC

**M/E/P/FP and Security/
Communications Engineer**
Garcia Galuska & DeSousa

Environmental/Hazmat
Lord Associates, Inc.

Civil Engineer/Survey
Brennan Consulting, Inc.

Geotechnical Engineer
McPhail Associates, LLC

Cost Estimator
A.M. Fogarty & Associates

New Fire Station & Combined Dispatch Westford, MA

D&S Resume

Jeff Shaw, AIA, LEED® AP BD&C

**Principal & President
Donham & Sweeney Architects**

Jeff joined Donham & Sweeney in 1999 and was named Principal in 2009. His critically acclaimed design work has been celebrated by a number of renowned institutions, including the Massachusetts Historical Commission and the American Institute of Architecture's Interfaith Forum on Religion, Art, & Architecture.

Jeff recent experience includes a number of major projects for the firm including public safety complex studies in Mansfield and Stoughton; the transformation of two National Register buildings - Arlington's Central Fire Station and the Cathedral Church of St. Paul; a major renovation and expansion of the North Andover Town Hall; and the design and construction of multiple new facilities including the Weston Police Station, Newton's Fire Station #10, Leicester Fire Headquarters, Uxbridge's Fire Station, and North Andover's Central Fire Station.



Education

B. Arch., Syracuse University School of Architecture
LEED: AP, 2008; BD&C, 2011
Autodesk Revit Certificate

Registration

Massachusetts (#27290)
Maine (#4011)
Connecticut (#12710)

Activities

Young Advisors Board, Boston Preservation Alliance
Chair, Facilities Committee, Park Street Church
Finance & Administration Committee, Park Street Church
Guest Lecturer on Fire Station Programming at Boston Architectural College
Building Enclosure Council, Boston Society of Architects
Member, Preservation Massachusetts
Associate Member, New England Association of Chiefs of Police, Inc.
Former Lecturer, "Preparing Your House of Worship for Winter", sponsored by the Boston Preservation Alliance

New Fire Station & Combined Dispatch Westford, MA

Major Projects

Public Safety Complexes

Brookline, MA
Wakefield, MA
Westbrook, ME
Beverly, MA (Study)
Foxborough, MA (Study)
Lexington, MA (Study)
Mansfield, MA (Study)
Stoughton, MA (Study)

Police Stations

Weston, MA
Whitman, MA
Brunswick ME
Dracut, MA
Bedford, MA (Study)
Belmont, MA (Study)
Medford, MA (Study)



Police Station Rendering | Weston, MA

Fire Stations

New Fire Headquarters | Leicester, MA
New Fire Station | Uxbridge, MA
New Fire Station | North Andover, MA
Fire Station #10 | Newton, MA
Central Station Renovation | Arlington, MA (LEED Silver)
Highland Station Renovation | Arlington, MA (LEED Silver)
Headquarters & Sub-station | Belmont, MA
Three Fire Stations (Study) | Newton, MA
Pelham, NH (Study)
Stow, MA (Study)



Public Safety Complex | Westbrook, ME

Municipal & Education

Department of Public Works | Medford, MA (Study)
Sturtevant Hall Renovation; Worcester/Stoddard/Davis Hall Study |
Andover Newton Theological School
Town Offices Renovation | Lincoln, MA (LEED Silver)
Town Offices | North Andover, MA



Fire Station | Belmont, MA

Religious Buildings

Arlington Street Church Master plan | Boston, MA
Cathedral Church of St. Paul | Boston, MA (LEED Silver)
First Parish Church | Saco, ME
Church of the Good Shepherd | Watertown, MA
St. Cecilia Parish | Boston, MA
St. Mark's Church | Foxboro, MA
St. Michael's Church
Theodore Parker Church | West Roxbury, MA
Wilson Chapel | Andover Newton Theological School

Housing & Mixed Use

Binney Street Housing
Jason Russell House Renovations | Arlington, MA
Mass Ave. - Mt. Vernon St. Housing | Arlington, MA (Study)
Mill Street Housing | Arlington, MA (Study)
St. James Housing Study | Groveland, MA
Russell Place Housing | Arlington, MA
Tri-City Community Action Program Housing/Bread of
Life Offices/ Food Pantry | Malden, MA



Highland Fire Station | Arlington, MA

New Fire Station & Combined Dispatch Westford, MA

D&S Resume

Chris Logan, AIA

**Associate & Project Manager
Donham & Sweeney Architects**

An experienced Project Manager whose portfolio includes institutional, municipal and religious projects, Chris has managed a number of the firm's public and religious projects in Boston, Andover, North Andover, Brookline, Lincoln, Westport, Wilmington and Marblehead. These projects have ranged from facility master plans to new and renovated structures. His recent projects include a new police headquarters on the busy, urban campus of the Massachusetts Institute of Technology, public safety buildings in Andover and Wilimington, MA, and a new fire station in Leicester, MA. Chris just completed a well-received new fire station for the Town of North Andover, where he is now overseeing renovations and expansion of the that town's historic Town Hall.



Education

B. Arch., Carnegie-Mellon University
University Honors

Registration

Massachusetts #7497

Activities

Boston Society of Architects
American Institute of Architects
Alternate Commissioner, Beacon Hill Architectural Commission
(2000-2005)
"House Doctor," Boston Preservation Alliance
Board of Directors, Beacon Hill Nursery School (1997-2000)
The Park School Building & Grounds Committee (2001-2009)
Beaver Country Day School
Trustee, (2011-2014)
Chair, Capital Projects Committee (2010-2014)

Major Projects (including experience with previous firms*)

Police Station, MIT | Cambridge, MA
Fire Headquarters | Leicester, MA
Fire Headquarters | North Andover, MA
Fire Department Feasibility Study | Brookline, MA
Fire Station | Westport, MA
Public Safety Building | Andover, MA
Public Safety Building | Wilmington, MA
Town Offices Renovations, North Andover | MA
Town Offices Renovations | Lincoln, MA
Library Addition, Stonleigh-Burnham School | Greenfield, MA*
Dormitory Renovations | Avon Old Farms and Millbrook
Schools*
Harris House and Weiler Hall, Hotchkiss School | Lakeville, CT*

Donham & Sweeney | Architects

Paul B. Becker, P.E., SECB President

The founder of Becker Structural Engineers in 1995, Paul has over thirty five years of structural engineering experience in New England and the Mid Atlantic States. During his career he has gained specialized expertise in foundation support systems, earth retaining structures, steel framed building systems, cast in place, precast and post-tensioned concrete, masonry and timber construction. He has extensive experience in historic restoration, adaptive reuse, industrial and commercial expansions, concrete restoration, parking structures, failure investigations, value engineering, construction monitoring, and structural evaluations including material testing. His project experience includes commercial, industrial, municipal and educational facilities. Specialty topics include the design and anchorage of pre-cast concrete facades, the design of curtain walls utilizing light gage metal framing, stabilization of historic structures and the upgrading of existing structures, including seismic retrofits. He has served as lead design engineer and project manager responsible for establishing and monitoring schedules, budgets and quality control on projects with construction costs of up to \$40 million. Paul's computer program experience includes STAAD III, RISA-3D, RAM Structural System and AutoCAD. He is a Registered Professional Engineer in Maine, New Hampshire, Vermont, Massachusetts, Georgia, and Connecticut and holds a Master of Science degree in Civil Engineering with a Structural Specialization.



EDUCATION	University of New Hampshire, Master of Science, 1989, Structural Engineering Pennsylvania State University, Bachelor of Science, 1980, Civil Engineering
PROFESSIONAL REGISTRATION	Registered Professional Engineer in the States of Maine (#6554), Massachusetts (#39009), New Hampshire (#6258), New York (#86255) Vermont (#7773), Georgia (#033280), Connecticut (#20725), Rhode Island (#9067), Ohio (#74529), Certified in the Practice of Structural Engineering (#2285-0708)
PROFESSIONAL ASSOCIATIONS	American Concrete Institute American Institute of Steel Construction American Society of Civil Engineers Board Member of Maine Preservation Structural Engineering Association of Maine



Garcia, Galuska & DeSousa, Inc.

ELECTRICAL, TECHNOLOGY, COMMUNICATIONS & SECURITY SYSTEMS CONSULTANT



Carlos G. DeSousa, P.E.
Principal

EDUCATION:

Bachelor of Science
Electrical Engineering
Technology, 1996
Northeastern University
Boston, Massachusetts

Associate of Science
Electrical Engineering
Technology, 1987
Bristol Community College
Fall River, Massachusetts

PROFESSIONAL REGISTRATIONS:

NCEES (National)	Reg. #22177
Massachusetts	Reg. #41003
Rhode Island	Reg. #7722
Connecticut	Reg. #23353
New Hampshire	Reg. #10894
Maine	Reg. #102606
Vermont	Reg. #8235
New Jersey	Reg.#GE45037
New York	Reg. #085357

CERTIFICATIONS:

Certificate of Completion
Fundamentals of
Telecommunications, 1999
Data Tech Institute,
Clifton, New Jersey

MCPPO Certified

As the managing principal of Garcia, Galuska & DeSousa, Inc., Mr. DeSousa is actively involved in all phases of a project's development from marketing and contract negotiation to design, document preparation, bidding, and construction administration.

Mr. DeSousa has over 30 years of experience in Mechanical and Electrical Engineering. His experience includes displacement ventilation, dedicated outside air delivery systems, geothermal systems, direct digital control systems, low and high voltage power distribution, renewable energy (PV and wind), technology design including fiber optic backbone and core and edge switching.

PROFESSIONAL EXPERIENCE:

Garcia, Galuska & DeSousa, Inc.
Dartmouth, MA
Principal
August 1998 to Present

PROFESSIONAL AFFILIATIONS:

- BICSI – Corporate Member
- Illumination Engineering Society of North America (IESNA) – Member
- Phi-Kappa-Phi Engineering Honor Society; Northeastern University Chapter
- Northeastern University Engineering Society Alumnus
- Massachusetts Society of Professional Engineers (MSPE) Past President Southeast Chapter

AWARDS/RECONGITION:

- 2013 Boston Society of Architects Design Excellence Award for Roger E. Wellington Elementary School
- April 2008 ACEC/MA Engineering Gold Award: Achievement of Professional Design Excellence
- March 2000 – Massachusetts Society of Professional Engineers Engineer of the Year



Garcia, Galuska & DeSousa, Inc.

CIVIL, PLUMBING & FIRE PROTECTION CONSULTANT



Christopher M. Garcia, P.E.
Principal

EDUCATION:

Bachelor of Science
Civil Engineering, 1995
UMass Dartmouth
North Dartmouth, MA

PROFESSIONAL REGISTRATIONS:

Massachusetts	Reg. # 45034
Rhode Island	Reg. # 7924
Connecticut	Reg. # 23883
New Hampshire	Reg. # 11137
Maine	Reg. # 10466
Vermont	Reg. # 8294
New Jersey	Reg. # GE45495

CERTIFICATIONS:

Certified Fire Protection Specialist
(CFPS)

MA Approved Soil Evaluator MA
Approved Title V System Inspector

Mr. Garcia brings over 20 years of Plumbing, Fire Protection, and Civil engineering and design experience to the project. He is responsible for supervision of design and development of all GGD Civil, Plumbing and Fire Protection projects as well as the day-to-day supervision of his team.

PROFESSIONAL EXPERIENCE:

Garcia, Galuska and DeSousa, Inc. **Dartmouth, Massachusetts**

Civil/Plumbing/Fire Protection Dept.
Principal August 2007 to Present

Civil/Plumbing/Fire Protection Dept.
Head 2002 to August 2007

System Engineer 1997 to 2002

System Designer 1995 to 1997

PROFESSIONAL AFFILIATIONS:

- American Society of Plumbing Engineers National Fire Protection
- Association Society of Fire Protection Engineers American
- Society of Civil Engineers

AWARDS/RECOGNITION:

- April 2008 ACEC/MA Engineering Gold Award: Achievement of Professional Design Excellence



Garcia, Galuska & DeSousa, Inc.
MECHANICAL/ HVAC SYSTEMS CONSULTANT



**Dominick B. Puniello, P.E.,
CEM, LEED AP
Principal**

EDUCATION:

Bachelor of Science
Mechanical and Electrical
Engineering, 1996
Roger William University
Bristol, RI

PROFESSIONAL REGISTRATIONS:

Massachusetts	Reg. #48326
Rhode Island	Reg. #7868
Connecticut	Reg. #27553
Maine	Reg. #12163
New Hampshire	Reg. #12936
Michigan	Reg. #6201062408
NCEES (National)	Reg. #26227

CERTIFICATIONS:

U.S. Green Building Council
LEED Accredited Professional
Since 2002
Certified Energy Manager by the
Association of Energy Engineers

Mr. Puniello is a principal with Garcia, Galuska & DeSousa, Inc. and directs the Mechanical Department. He brings over 18 years of HVAC engineering and design experience to the project and provides supervision and direction of conceptual system selection and development, as well as computer analysis, studies and construction administration. Mr. Puniello is a former faculty member of Boston Architectural Center lecturing on HVAC engineering and design.

PROFESSIONAL EXPERIENCE:

**Garcia, Galuska & DeSousa, Inc.
Dartmouth, MA**

Principal, Mechanical Department Head
Senior Engineer
August 2008 to Present

**Robert W. Sullivan, Inc.
Boston, MA**

Associate, HVAC Engineer - 2004-2008

**BR+A Consulting Engineers, LLC
Watertown, MA**

HVAC Project Engineer, 1997 to 2004

PROFESSIONAL AFFILIATIONS:

- American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)
- Association of Energy Engineers (AEE)
- American Society of Mechanical Engineers (ASME)
- Association of Energy Engineers (AEE)

CHRISTOPHER EMILIUS, P.E.
PRINCIPAL

Education:

BS - Civil Engineering/New Jersey Institute of Technology/1986
MBA - Northeastern University/Pending

Professional Registration:

New Jersey; #38791 Massachusetts; #37458
New York; #73998 Connecticut; #23055
New Hampshire; #10301 Rhode Island; #7652

Affiliations:

American Society of Civil Engineers American Planning Association
Institute of Transportation Engineers Boston Society of Civil Engineers
Society of American Military Engineers

Professional Experience:

Mr. Emilius has over 30 years of professional engineering experience serving as Principal in charge for a wide range of site development, drainage analysis, storm water management designs, utility designs/relocation, transportation and surveying projects throughout New England and the tri-state, New Jersey, New York, and Pennsylvania areas. He has been involved through the permitting, preliminary, and final design phases of various civil engineering projects, concentrating on the areas of site studies/designs, storm water management systems, surveying, utilities, highway, intersection and interchange.

Public Safety Facility Site, Stoughton, MA

Mr. Emilius is performing a site design for a Police and Fire Facility including the storm water management, utilities, grading, site layout, traffic impact study and site access/egress. The storm water management includes the drainage design in accordance with MA DEP storm water management standards. Hydraulic and hydrology design include the sizing and layout of drainage facilities to facilitate storm water retention, recharge, and discharge rates and volumes for the 100 year storm event. Traffic impacts included curb cut design, stopping site distance, queue distances, v/c ratio and approach delay analysis. Level of services was determined for the driveway and major road intersection.

Fire Station Facility Site, Uxbridge, MA

GEOD is performing a site design for a Fire Station Facility including fire apparatus circulation, parking layout, storm water management, utilities, grading, site layout, traffic impact study and site access/egress. The storm water management includes the drainage design in accordance with MA DEP storm water management standards. Hydraulic and hydrology design include the sizing and layout of drainage facilities to facilitate storm water retention, recharge, and discharge rates and volumes for the 100 year storm event. Traffic impacts included curb cut design, stopping site distance, queue distances, v/c ratio and approach delay analysis. Level of services was determined for the driveway and major road intersection.

Emergency Services Facility, Tisbury, MA

Site design and access study are being performed on a constrained site fronting on a high volume roadway. The site design includes a bi-level site with the Fire fighting apparatus and operations at street level and the remaining operational aspects a floor below with access to the back of the building. An existing septic field allowed for limited use of the site and utility connections. Grading, drainage, parking layout and handicap access were all designed. Construction documents are presently in production. An Access Study for an adjacent school has been prepared to maintain safety on the roadway.

WILLIAM TIRRELL, P.L.S.
SURVEY MANAGER

Education:

A.A., Highway Engineering, Northeastern University, 2001
Surveying Certificate, Wentworth Institute, 2004

Professional Registrations:

Massachusetts, PLS # 49930

Professional Experience:

Mr. Tirrell has more than 25 years of experience in land surveying including topographic, boundary retracement, ALTA Land Title, construction layout, geodetic, deformation, and bridge and tunnel surveys. He is an experienced user of various electronic total stations, robotic instruments, Global Positioning Satellites (GPS) receivers, levels, gyros, and various survey reduction, contouring, and deformation software packages.

Mr. Tirrell's experience includes project supervision, research, field crew coordination, data management, AutoCAD drafting and calculations.

Project Experience:

Pleasant and Graniteville Streets, Westford MA

GEOD, with Mr. Tirrell as survey manager, performed an existing condition and Right of Way (ROW) route survey for two streets approximately 3,500 linear feet. Topography and roadway features including curbing, driveways, utility/light poles, mailboxes, edge of pavement, pavement markings, trees greater than 6 inch caliper, etc. were obtained. Utility research and field survey were performed for drainage, sewer, water, gas, electric/telephone/cable, etc. ROW research and field monumentation locations were performed, and the ROW was determined by analysis and calculations. The survey was drafted utilizing MassDOT standards and performed in NAVD '88 and NAD '83 datums. The survey was performed at 1"= 20' scale horizontal accuracy and 1 ft contour intervals.

Framingham Downtown Sewer Extension, Framingham MA

GEOD, with Mr. Tirrell as survey manager, performed an existing condition and Right of Way (ROW) route survey for a sewer extension project following Salem End Road across Route 9 and culminating on the north side of the Massachusetts Turnpike for a length of 5,000 LF. The project required the survey of local streets, a CSX railroad corridor, and highways including Route 9 and the Turnpike. Topography and extensive roadway/corridor features including curbing, driveways, utility/light poles, railroad tracks, edge of pavement, pavement markings, trees greater than 4 inch caliper, wetland flags, and several culverts were obtained. Approximately 70 borings were laid out. ROW determination included the streets, railroad and State Highway Layout. Utility research and field survey were performed for drainage, sewer, water, gas, electric/telephone/cable, etc. The survey was performed and delivered in MassDOT CAD standards and required software, AutoCAD Civil 3D, version 2014. The survey was performed at 1"= 20' scale horizontal accuracy and 1 ft contour intervals.

US Army Corps of Engineers-North Atlantic Division—IDIQ for Surveying and Mapping.

GEOD was awarded an Indefinite Delivery Indefinite Quantity **term contract** with the US Army Corps of Engineers for survey and mapping services throughout its entire North Atlantic Division. Mr. Tirrell managed the property boundary surveys of 272 parcels and setting approximately 150 monuments under one task order alone. Services for this task order, the Woonsocket Flood Mitigation Project, included research of all properties and utilities, locating topographic features such as dikes, headwalls, pump stations, drainage ditches, floodwalls, dams, etc., measuring property lines and verifying each tract, identifying encroachments of any parcels and monumenting in accordance with EM1101-1002 Corps of Engineers Standards and Specifications. All drawings conformed to Tri-Services CADD Standards, USACE Class 3 Accuracy Woonsocket.



CLARA COURIC BATCHELOR

ASLA, LEED AP
Registered Landscape Architect
MA No. 706, RI. No. 247, NY No. 1684, MD No. 3453
American Society of Landscape Architects

Member

Education

M.L.A.
B.A.

Harvard University, Graduate School of Design
Smith College

Experience

1984 to present

Principal and Founder

CBA Landscape Architects LLC, Cambridge, Massachusetts
An award winning firm specializing in Contextual Landscapes for Public, Private, and Institutional Clients.

Notable projects include:

- South Plaza, Kendall Square, Cambridge, MA;
- Greenleaf House, Harvard University;
- 12 Boston Schoolyards, part of the Schoolyard Initiative;
- 10 Massachusetts Municipal Libraries;
- Box District Park, Chelsea, MA;
- Dr. Loesch Family Park, Boston, MA;
- Rollins Square, South End, Boston, MA;
- Harriet Tubman Park, South End;
- Brookline Commercial Areas Master Plan, Brookline, MA;
- Farnsworth Art Museum, Rockland, Maine;
- Private Residences throughout Massachusetts.

Publications & Awards

1989 to present

Ms. Batchelor's work has been published in [Landscape Architect Magazine](#), [Landscape Architect and Specifier News](#), [New England Home](#), [Design New England](#), [Better Homes and Gardens](#), [Hamptons Cottages and Gardens](#), [Backyard Solutions](#), [Great Backyards](#), [People, Places, Plants](#), [New York Times](#), [Leading Residential Landscape Professionals](#).

2008

BSA Award for Design Excellence: "Stable House"

2002

Boston Society of Landscape Architects Merit Award

"Harriet Tubman Park" in Boston's South End

1994

Garden Design's Golden Trowel Award Finalist

1994

Massachusetts Historical Commission Preservation Award,

1994

Brookline Tab's Best Park in Town Award.

Teaching & Lectures

April, 2004

Instructor: Native Plants and Landscape Restoration
Executive Education Seminars, Harvard Design School

October, 2003

Selected Urban Landscapes
Smith College, Northampton, Massachusetts

October, 2002

Providing Context: Landscape for Architecture
New York Botanic Garden

1985-1991

Instructor: Harvard University GSD, Professional Development Courses

Commissioner, Town of Brookline Parks and Recreation Commission, 2005 to present;
Trustee, Board of The New England Wildflower Society, 2002-2007;
Former Chair, Friends of the Smith College Botanic Garden;
Elected Town Meeting Member, Town of Brookline, 1990-2000.



DENIS J. CHAGNON

ASLA, CPSI

Registered Landscape Architect, MA No. 1512
Certified Playground Safety Inspector, #209687-0417

Education

M.L.A.

Cornell University, 2001

B.A.

University of Pennsylvania, 1996

Major: Design of the Environment

Experience

2010-present
2002-2009

Principal

Landscape Architect/Project Manager

CBA Landscape Architects LLC, Cambridge, Massachusetts
Significant Experience in the full range of landscape architectural services including Design, Construction Documents, and Construction Administration for Academic, Institutional and Public Buildings; Office and Commercial spaces; Single and Multi-Family Housing; Mixed-Use Developments; and Parks, Playgrounds, and Schoolyards.

Selected Projects:

Land Use Master Planning, Mink Brook Village and Running Brook Farm, NH; Wayland Town Center mixed-use development, Wayland; Mount Ida College Vet. Tech. Center, Newton; and Parks/Playgrounds including: Hunt-Almont Park, Rutherford/Union Park, Mothers Rest Playground, Gibbons Playground, and Ward's Pond Boardwalk, City of Boston; John Ruiz, Box District, Island End, Quigley, Mace, Kayem, and Voke Parks, Chelsea; Otis Playground, Kenney Park, Capuano Schools, and Morse-Kelley and Dickerman Playgrounds, Somerville.

2001 to 2002

Design Assistant and Draftsperson

Painted Universe, Inc.
Ithaca, New York

Developed interactive science exhibits for children from design concepts and sketches into scaled drawings for fabricators and clients, including hand drafting, computer design, and working prototypes.

2000 to 2004

Independent Landscape Planning Consultant

Southern Tier Central Regional Planning and Development Board
Ithaca, New York

Created Rural Development Alternatives Workbook in conjunction with STCRPDB. Served as liaison with Cornell LA Studios for five parcels, and composed a guide to conservation-minded planning for small communities. Revised, updated and expanded to include new sites.

**Honors, Awards, 2015
& Publications**

2009

Charlestown Preservation Society

Preservation Award for Rutherford/Union Park

“For Community Life Improvement and Historic Sensitivity”

1996

Ivy Stone Design Competition Winner, Univ. of Pennsylvania

Member, Somerville Historic Preservation Commission, 2005-present

RESUME

RALPH J. TELLA

1506 Providence Hwy
Norwood, Massachusetts 02062

781.255.5554

PROFESSIONAL PROFILE

Mr. Tella has a broad background of over thirty five years of experience in environmental consulting including: hazardous waste site investigations; property transfer assessments; peer review; quantitative risk assessments; fate and transport modeling; remedial action; laboratory analysis; quality control; and health and safety training. He has been the Licensed Site Professional (LSP-of-Record) for numerous private industrial hazardous waste sites since the inception of the program in 1993. He has directed hundreds of site assessments and remedial projects since 1986. These projects have included coordination and negotiations with legal counsel, lending institutions, federal and state agencies.

Mr. Tella also served as project manager on complex technical issues including risk assessments and innovative remedial technologies. He has characterized risk at sites contaminated with volatile and semi-volatile organic compounds, heavy metals, PCBs and cyanide. Many of these sites were classified as "priority disposal sites" and Superfund Sites in the Commonwealth of Massachusetts. He has been a pioneer in the development of models to describe the partitioning of contamination from groundwater and soil-to-soil gas and indoor air, and implementing programs for accelerated bioremediation and in-situ chemical oxidation of chlorinated hydrocarbons.

Mr. Tella participated in the development of Massachusetts's regulations and guidance as an appointed Associate Member of the Superfund Advisory Committee in the late 1980's. He has also been a member of numerous work groups including; The Contaminant Specific-Coal Gas Subcommittee, LSPA Regulations Committee, and the Indoor Air Work Group. In Rhode Island, Mr. Tella participated in the review and development of the Remedial Regulations of 1996. Mr. Tella is a master-level Certified Hazardous Materials Manager and a Licensed Site Professional (LSP) in Massachusetts.

EDUCATION

Masters in Business Administration, 1985
Suffolk University

Graduate Courses in Environmental Engineering, 1979-80
Northeastern University

Graduate Courses in Environmental Health, 1978
Harvard University

Bachelor of Arts in Biology, 1977
Clark University

LICENSE & REGISTRATIONS

Licensed Site Professional - Massachusetts #7473
Massachusetts Registered Third Party Instructor/Right to Know Law
Certified Hazardous Materials Manager, CHMM, Masters Level, #3504
California Registered Environmental Assessor, #REA 00599

RESUME

OLIVER P. LEEK

1506 Providence Hwy
Norwood, Massachusetts 02062

781.255.5554

PROFESSIONAL PROFILE

As a Project Manager with fifteen years of experience in regulatory compliance and in the environmental sciences, Mr. Leek has performed multiple subsurface investigations including ground penetrating radar survey oversight, drilling oversight, soil and groundwater sampling, groundwater elevation surveying, and test pitting in Massachusetts and in other jurisdictions throughout the United States (including AZ, AR, CA, GA, MI, RI, SC, WA). He is also competent in the performance of property transfer assessments in accordance with the latest ASTM due-diligence requirements including all appropriate inquiry (E-1527-05).

Mr. Leek has prepared Massachusetts Contingency Plan (MCP) reports including Immediate Response Action reports, Release Abatement Measure reports, Phase I through Phase V reports, Tier Classification, Limited Removal Action reports, Activity and Use Limitations, and various classes of Response Action Outcome reports with appropriate Risk Assessments.

EDUCATION

Bachelor of Science in Environmental Science/Environmental Chemistry, 1997
Johnson State College, VT

OTHER TRAINING

OSHA, 40-Hour Hazardous Waste Workers Training, 1999
OSHA, 8-Hour Refresher and Site Supervisor Courses, 2000-2013
LSPA Seminar: Hydrogeology of Massachusetts. May 2004
LSPA Seminar: The MCP Audit 2007 – A Case Study Approach
LSPA Seminar: Introduction to Short Forms For Human Health Assessment. May 2008
MADEP & LSPA Seminars: Regulatory Updates under the Massachusetts Contingency Plan

REPRESENTATIVE ASSIGNMENTS

Multiple Residential Fuel Oil Contaminated Sites

Project Manager for various residential fuel oil contaminated sites throughout Massachusetts. Responsibilities have included emergency response, field assessment and sampling, supervision of personnel, directing excavations, soil stockpiling and recycling with appropriate paperwork, aboveground tank removals, installation and maintenance of groundwater and soil treatment equipment. Prepared necessary regulatory compliance submittals to DEP and coordinated efforts with clients and regulators.

Multiple Commercial Underground Storage Tank Removals

Project manager for underground storage tank (UST) removals for various clients including a large regional bank. Responsibilities included directing the UST removal, notification to DEP of reportable conditions, contaminated soil excavations, Limited Removal Actions, soil and groundwater sampling, UST closure reports and DEP submittals.

Multiple Gasoline Station Remediation Projects

Project manager for various assessment and remedial activities at gasoline release Sites. Responsibilities typically include emergency response, regulatory coordination, assessment and remediation, compliance reporting and risk characterization.

PROFESSIONAL AFFILIATIONS

Massachusetts Licensed Site Professional Association – Associate Member



CHRIS M. ERIKSON, P.E.

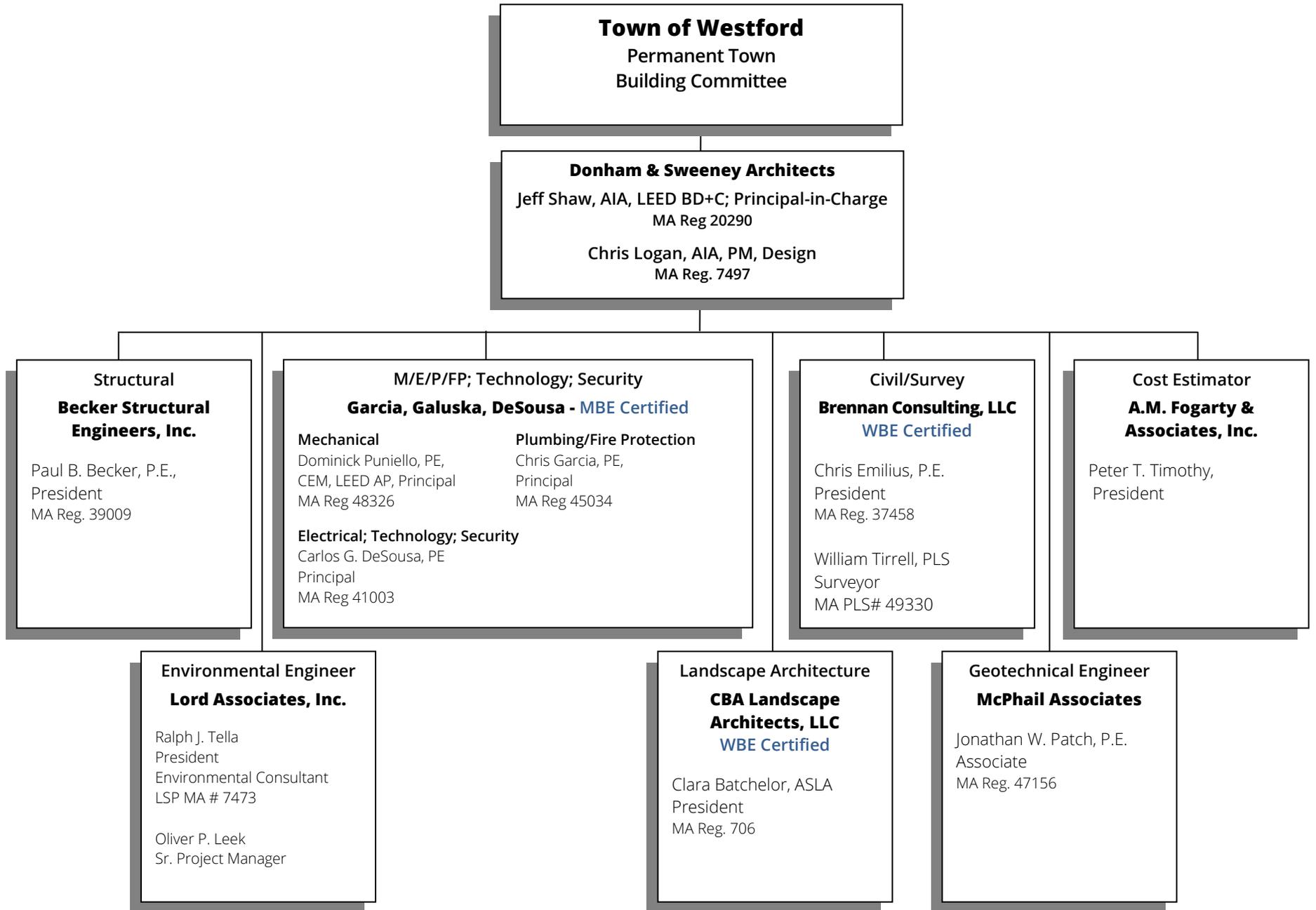
Title	Principal
Education	Bachelor of Science in Civil Engineering (1983) Worcester Polytechnic Institute; Worcester, Massachusetts Master of Science in Civil Engineering (1985) Massachusetts Institute of Technology; Cambridge, Massachusetts
Professional Registration	Registered Professional Engineer: Maine, Massachusetts, New Hampshire, New Jersey, Pennsylvania
Professional Experience	<p>Chris M. Erikson has over 30 years of experience in geotechnical engineering covering a wide range of projects. His experience includes subsurface explorations and characterization, geotechnical analysis and design, geotechnical instrumentation, construction control and project coordination. His experience includes particular emphasis on deep excavations and foundation support for building and transportation projects in urban areas.</p> <p>Several notable projects for which Mr. Erikson has been responsible for the geotechnical design or provided major consultation include:</p> <p>Congress Street Hotel; South Boston, MA Boston Convention Center Hotel; South Boston, MA International Cargo Center of NE; South Boston, MA Commonwealth Honors College Residential Complex; UMass Amherst Life Science Laboratories; UMass Amherst Bowditch Hall Research and Teaching Facilities; UMass Amherst Simmons College School of Management and Garage; Boston, MA Emmanuel College Science Building; Boston, MA MGH Yawkey Center; Boston, MA Harvard Medical School New Research Facility; Boston, MA Genzyme Manufacturing Facility; Allston, MA Tenet/St. Vincent Medical City; Worcester, MA Post Office Square Garage; Boston, MA 125 High Street Office Bldg.; Boston, MA M.I.T. Media Arts Building; Cambridge, MA Harvard University Hasty Pudding Theater; Cambridge, MA</p>
Awards	Chi Epsilon, Tau Beta Pi, WPI Salisbury Award BSCE Freeman Fund Fellowship
Professional Affiliations	Boston Society of Civil Engineers Geotechnical Group Chairman (1994-95) American Society of Civil Engineers Boston Groundwater Trust Technical Advisory Committee Massachusetts State Building Code - Geotechnical Advisory Committee



JONATHAN W. PATCH, P.E.

Title	Associate/Project Manager
Education	Bachelor of Science in Civil Engineering (2000) Union College; Schenectady, New York Master of Engineering in Civil and Environmental Engineering (2001) Cornell University; Ithaca, New York
Professional Registration	Registered Professional Engineer: Connecticut, Massachusetts, New Hampshire, New York, Rhode Island, Vermont
Professional Experience	<p>Since 2001, Jonathan W. Patch has served as a geotechnical engineer for a variety of engineering projects with McPhail Associates. His responsibilities have included coordination of subsurface exploration programs, geotechnical analysis and design, geotechnical instrumentation, design assistance in preparing construction documents, and project coordination with other disciplines. His foundation construction experience includes both design and field monitoring of shallow and deep foundations including spread footing systems, drilled and driven piles, slurry walls and caissons, pressure injected footings, underpinning, vibration monitoring, settlement analysis, and temporary earth support design for building and transportation projects.</p> <p>Mr. Patch's geoenvironmental experience includes performing site assessments for the presence of oil and hazardous materials, and preparation of soil disposition plans and monitoring of site remediation operations in accordance with the Massachusetts Oil and Hazardous Materials Release Prevention and Response Act (MGL Chapter 21E) and the Massachusetts Contingency Plan (310 CMR 40.0000).</p> <p>Several notable projects for which Mr. Patch has been responsible for the geotechnical design or provided major consultation include:</p> <p>The Fan Pier; Boston, MA Isabella Stewart Gardner Museum Expansion; Boston, MA 100 College Street; New Haven, CT Portwalk; Portsmouth, NH Park Square West; Stamford, CT One Canal; Boston, MA Van Ness and 1325 Boylston Street; Boston, MA The Point; Boston, MA Simmons College School of Management and Garage; Boston, MA University Crossing; UMass Lowell Springfield Data Center; Springfield, MA Longmeadow High School; Longmeadow, MA InterContinental Luxury Hotel and Residences; Boston, MA</p>
Professional Affiliations	American Society of Civil Engineers Boston Society of Civil Engineers Deep Foundations Institute

6. List **ONLY** Those Prime And Sub-Consultant Personnel Specifically Requested In The Advertisement. This Information Should Be Presented Below In The Form Of An Organizational Chart. Include Name Of Firm And Name Of The One Person In Charge Of The Discipline, With Mass. Registration Number, As Well As MBE/WBE Status, If Applicable:



7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm: Jeff Shaw, AIA, LEED BD+C, Principal-in-Charge	a. Name and Title Within Firm: Chris Logan , AIA
b. Project Assignment: Principal & Architect: Oversight, Programming, Design	b. Project Assignment: Project Manager: Management, Design, Production
c. Name and Address Of Office In Which Individual Identified In 7a Resides: Donham & Sweeney Architects 68 Harrison Ave. Boston, MA 02111 MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: Donham & Sweeney Architects 68 Harrison Avenue Boston, MA 02111 MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>17</u> With Other Firms: <u>0</u>	d. Years Experience: With This Firm: <u>18</u> With Other Firms: <u>14</u>
e. Education: Degree(s) /Year/Specialization B. Arch. Syracuse University / 1999 / Architecture	e. Education: Degree(s) /Year/Specialization B. Arch., Carnegie Mellon University / 1982 / Architecture
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2005/Architecture/MA Reg #20290	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1988/Architecture/MA Reg #7497
g. Current Work Assignments and Availability For This Project: Leicester Fire Station (90% CDs; bid early May); Uxbridge Fire Station (construction). Availability: 50%	g. Current Work Assignments and Availability For This Project: Leicester Fire Station (90% CDs; bid early May); North Andover Town Hall (Construction). Availability: 60%
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Jeff has several police, fire and combined public safety projects to his credit and recently completed both a new police station for the Town of Weston and a new Fire station in Newton, as well as a renovated fire station in Arlington. He has extensive experience with Massachusetts public construction requirements. RELEVANT EXPERIENCE: <ul style="list-style-type: none"> • Police Station, Weston, MA • Police Station, Brunswick, ME • Police Headquarters, Whitman, MA • Public Safety Feasibility Study, Mansfield, MA • Fire Station, North Andover, MA • Central Fire Station, Arlington, MA • Town Offices Renovation, Lincoln, MA • Fire Station 10, Newton, MA • Fire Stations Study, Newton, MA • Highland Fire Station, Arlington, MA • Headquarters and Fire Sub- Station, Belmont, MA • Public Safety Feasibility Study, Belmont, MA • Fire Station Study , Brookline, MA • Fire & Police Headquarters, Brookline, MA • Police & Fire Station, Westbrook, ME • Police Station, Dracut, MA 	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Chris has made important contributions to the Donham & Sweeney body of work, most recently as Project Manager on the recently-completed North Andover Fire Station and the new Leicester Fire Headquarters, which is moving into construction. His extensive municipal experience includes a new public safety building in Andover and the renovated Lincoln Town Offices. RELEVANT EXPERIENCE: <ul style="list-style-type: none"> • Fire Station, Leicester, MA • Public Safety Building (study), Hubbardston, MA • Fire Station, North Andover, MA • Town Hall, North Andover, MA • Town Offices Renovation, Lincoln, MA • Fire Headquarters, Westport, MA • Public Safety Complex, Andover, MA • Public Safety Complex, Wilmington, MA • Police Station Study, Roxbury, MA • MIT Police Station, Cambridge, MA • Police Station Study, Roxbury, MA • MIT Police Station, Cambridge, MA

7. Brief Resume Of ONLY Those Prime Applicant and Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form and Limit Resumes To ONE Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 6. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel Requested In The Advertisement And They Must Be In The Format Provided. By Including A Firm As A Sub-Consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.

<p>a. Name and Title Within Firm: Paul B. Becker, P.E., SECB, President</p>	<p>a. Name and Title Within Firm:</p>
<p>b. Project Assignment: Structural Engineer</p>	<p>b. Project Assignment:</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Becker Structural Engineers, Inc. MBE <input type="checkbox"/> 75 York Street, Portland, ME 04101 WBE <input type="checkbox"/></p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE <input type="checkbox"/> WBE <input type="checkbox"/></p>
<p>d. Years Experience: With This Firm: <u> 21 </u> With Other Firms: <u> 14 </u></p>	<p>d. Years Experience: With This Firm: _____ With Other Firms: _____</p>
<p>e. Education: Degree(s) /Year/Specialization Master of Science/1989/Structural Engineering Bachelor of Science/1980/Civil Engineering</p>	<p>e. Education: Degree(s) /Year/Specialization</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number NH, #1985/Structural 1/#39009 MA #39009</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number</p>
<p>g. Current Work Assignments and Availability For This Project: Mr. Becker maintains oversight on multiple projects working with an experienced staff of Project Managers and Project Engineers to deliver projects on time and on budget. Mr. Becker is available to lead this project and the structural team at Becker Structural Engineers.</p>	<p>g. Current Work Assignments and Availability For This Project:</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Becker has served as lead engineer and principal in charge for complex projects with construction costs in excess of \$60M. His expertise is in evaluation of existing and historic structures for stabilization, renovation and adaptive re-use. Mr. Becker served as lead engineer for the 400 bed, new dormitory project at Framingham State University and principal in charge for two dormitory renovation projects at Babson College. His experience included evaluation and design of parking structures and industrial facilities including co-generation power facilities. Mr. Becker served for five years (2009-2014) as the structural engineering representative on a 13 member State Board charged with implementation of the state-wide building code for the State of Maine</p>	<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p>

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm: Carlos G. DeSousa, P.E. - Principal	a. Name and Title Within Firm: Christopher M. Garcia, P.E. - Principal
b. Project Assignment: Electrical Engineer	b. Project Assignment: Plumbing & Fire Protection Engineer
c. Name and Address of Office in Which Individual Identified in 7a Resides:  Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address of Office in Which Individual Identified in 7a Resides:  Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/>
d. Years' Experience: With This Firm: <u>16</u> With Other Firms: <u>14</u>	d. Years' Experience: With This Firm: <u>21</u> With Other Firms: <u>0</u>
e. Education: Degree(s) /Year/Specialization Northeastern University-BS-1996-Electrical Engineering & Technology Certificate of Completion-1999-Fundamentals of Telecommunications	e. Education: Degree(s) /Year/Specialization University of Massachusetts-Dartmouth-BS -1995- Civil Engineering
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1999/Electrical/Reg#41003	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2002 / Civil / MA #45034
g. Current Work Assignments and Availability for This Project: <ul style="list-style-type: none"> ▪ Plymouth Town Hall ▪ Orleans Police Station ▪ Westport Fire Station Mr. DeSousa is available any number of hours required to successfully complete this project.	g. Current Work Assignments and Availability for This Project: <ul style="list-style-type: none"> ▪ Newton Fire Station ▪ Norwell Public Safety Facility ▪ Winchendon Police Station Mr. Garcia is available any number of hours required to successfully complete this project.
h. Other Experience and Qualifications Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): <ul style="list-style-type: none"> ▪ Carlisle Public School, Carlisle, MA ▪ Newton Fire Station No. 7 ▪ North Andover Facilities Plan ▪ Nantucket Public Safety Bldg. ▪ Dracut Town Hall ▪ Newton Fire Station No. 7 ▪ Westport Fire Station ▪ Mashpee Public Library, LEED GOLD ▪ Harvard Town Hall & Hildreth House ▪ Berkley Town Hall Mr. DeSousa has over 30 years of electrical engineering and design experience. As a Principal and Electrical Department head at GGD, Mr. DeSousa is responsible for all electrical engineering activities. Mr. DeSousa has extensive experience in building electrical and technology systems. He is assisted by a capable team of seasoned electrical engineers.	h. Other Experience and Qualifications Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): <ul style="list-style-type: none"> ▪ Greater Lowell Regional Vocational Technical High School, Tyngsboro, MA ▪ Dukes County Sheriff's Office Emergency 911 Communication Center ▪ Chatham Police Department and Town Hall Annex ▪ Norwell Public Safety Building ▪ Winchendon Police Station ▪ Dennis Town Hall Annex Mr. Garcia has over 21 years of plumbing, fire protection, and civil engineering and design experience. As a Principal and department head at GGD, Mr. Garcia directs all plumbing, fire protection and civil engineering activities. Mr. Garcia leads the design and development of these project types and is responsible for day-to-day activities of department personnel involved the project.

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a. Name and Title Within Firm: Dominick B. Puniello, P.E, CEM, LEED AP - Principal	a. Name and Title Within Firm:
b. Project Assignment: Mechanical Engineer	b. Project Assignment:
c. Name and Address of Office in Which Individual Identified in 7a Resides:  Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address of Office in Which Individual Identified in 7a Resides: MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years' Experience: With This Firm: <u>7</u> With Other Firms: <u>12</u>	d. Years' Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization Roger Williams University-BS –1996 - Mechanical and Electrical Engineering	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2009 / Mechanical / MA# 48326	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability for This Project: <ul style="list-style-type: none">• Dartmouth Fire Station District 3• Arlington Central Fire Station• North Andover Fire Station Mr. Puniello is available any number of hours required to successfully complete this project.	g. Current Work Assignments and Availability for This Project:
h. Other Experience and Qualifications Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): <ul style="list-style-type: none">• Groton Fire Station, New Construction• Barnstable Police Cell Block Reno, Barnstable, MA• Massachusetts Maritime Academy, Bourne, MA• Mashpee Fire Station• North Brookfield Police Station, New construction, High Efficiency Systems• Springfield fire station, LEED Gold, New Construction• Medfield Public Safety Building• Milford Police Communications Center HVAC System Replacement• North Andover Town hall• North Andover Fire Station Mr. Puniello has over 19 years of HVAC engineering and design experience including complete supervision and direction of the HVAC department personnel. Mr. Puniello is a former faculty member of Boston Architectural Center where he lectured on HVAC engineering and design.	h. Other Experience and Qualifications Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm):

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a. Name And Title Within Firm: Christopher Emilius, PE President	a. Name And Title Within Firm: James Lyons, Project Engineer
b. Project Assignment: Project Manager	b. Project Assignment: Project Engineer
c. Name And Address Of Office In Which Individual Identified In 7a Resides: Brennan Consulting, LLC 24 Ray Avenue Burlington, MA 01803 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: Brennan Consulting, LLC 24 Ray Avenue Burlington, MA 01803 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>
d. Years Experience: With This Firm: <u>14</u> With Other Firms: <u>13</u>	d. Years Experience: With This Firm: <u>5</u> With Other Firms: <u>25</u>
e. Education: Degree(s) /Year/Specialization BSCE/1986/Civil Engineering	e. Education: Degree(s) /Year/Specialization BET/1982/Civil Engineering-Surveying
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1992/Civil Engineer/PE #37458	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments And Availability For This Project: Mr. Emilius is currently managing the site feasibility for the Stoughton Fire and Police Site Feasibility Study. The tasks include assessing the viability of four sites in town regarding site layout, stormwater conditions, traffic impacts, environmental assessment, utility availability and general site constraints including topographic relief. Mr. Emilius is also managing the site design of the Uxbridge Fire Station. Other projects which Mr. Emilius is managing include the Milton Hill House development project, the Market Street Mixed Use project and the Downtown Needham Place Development project. The projects are in varying stages of completion. Mr. Emilius recently managed the site design, stormwater management, utility connections and traffic impact assessments for numerous K-12 schools in MA including associated playground and field facilities. Mr. Emilius is available to perform similar functions and services for the Boxborough Public Safety Feasibility Study.	g. Current Work Assignments And Availability For This Project: Mr. Lyons is the project engineer for the Stoughton Fire and Police Site Feasibility Study. The tasks include assessing the viability of four sites in town regarding site layout, stormwater conditions, traffic impacts, environmental assessment, utility availability and general site constraints including topographic relief. Mr. Lyons is currently the project engineer for the site design of the Uxbridge Fire Station Other projects Mr. Lyons is currently working on are the Milton Hill House development project, the Market Street Apartment project and the Downtown Needham Theatre Development project. The projects are in varying stages of completion. Mr. Lyons was recently in charge of site design, stormwater management, utility connections and traffic impact assessments for numerous K-12 schools in MA including associated playground and field facilities. Mr. Lyons is available to perform similar functions and services for the Boxborough Public Safety Feasibility Study .
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Emilius has performed similar services for over 50 facilities in Massachusetts for the last 10 years. Projects for which Mr. Emilius has performed this work include Chicopee HS, Ashland HS, Medford Community Center, and Wamesit Place in Tewksbury. Mr. Emilius has been in charge of site feasibility tasks including wetland impacts, utility availability and connection costs, traffic impact assessments, site layout features including parking availability, and general land development constraints.	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Lyons has performed design and land development feasibility studies on numerous municipal land development projects. Notable projects include the Tisbury Emergency Services Facility, Clough School in Mendon, Memorial School in Upton, Ashland HS, Chicopee HS and Chicopee Comprehensive HS and the Rockwell School in Bristol RI. Mr. Lyons has performed both site design and feasibility studies ranging from storm water management plans to environmental permitting constraints.

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a. Name And Title Within Firm: William Tirrell, PLS Survey Manager	a. Name And Title Within Firm: John Gaudette, Project Engineer
b. Project Assignment: Project Surveyor	b. Project Assignment: Project Engineer
c. Name And Address Of Office In Which Individual Identified In 7a Resides: Brennan Consulting, LLC 24 Ray Avenue Burlington, MA 01803 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: Brennan, Consulting LLC 24 Ray Avenue Burlington, MA 01803 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>
d. Years Experience: With This Firm: <u>2</u> With Other Firms: <u>23</u>	d. Years Experience: With This Firm: <u>5</u> With Other Firms: <u>25</u>
e. Education: Degree(s) /Year/Specialization A.A., Highway Engineering, Northeastern University, 2001 Surveying Certificate, Wentworth Institute, 2004	e. Education: Degree(s) /Year/Specialization AS/1980/Civil Engineering-Building Construction Science
f. Active Registration: Year First Registered/Discipline/Mass Registration Number Massachusetts, PLS # 49930	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments And Availability For This Project: Mr. Tirrell is currently in charge of the Athol Middle School site boundary and existing conditions survey for this 94 acre parcel, an 18 acre boundary survey for the MA Fish and Wildlife located at 56 Hollis St in Pepperell, and a 272 parcel boundary survey in Woonsocket RI. Mr. Tirrell is also over seeing the work for several small topographic surveys such as a portion of the Boston Common, a small park in Cambridge and several small parks in Boston for the Boston Parks and Recreation Department. Mr. Tirrell is available to perform similar functions and services for the Police Station Project in Newton MA.	g. Current Work Assignments And Availability For This Project: Mr. Gaudette is performing the site design, sewer extension, and storm water management for the Milton Hill House development project, the Market Street Apartment project and the Downtown Needham Theatre Development projects. The projects are in varying stages of completion. Mr. Gaudette was recently performing site design, stormwater management, utility connections and traffic impact assessments for numerous K-12 schools in MA including associated playground and field facilities. Mr. Gaudette is available to perform similar functions and services for the Cold Storage Project in Franklin MA.
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Tirrell has topographic, boundary, utility, existing condition and construction layout surveys on numerous projects throughout New England. Notable projects include the Calcia Property, 102 acres, in West Boylston for MA Fish & Game, an 80 acre parcel in Norwood MA for the Davis Companies, an ALTA/ACSM Title Survey for Benchmark Senior Living also in Norwood and a 40 acre existing conditions survey for a new Swampscott Middle School.	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Gaudette has over 30 years experience in transportation and civil engineering design and project management. During his 30 years of experience he has been responsible for the design and relocation of utility systems including water, sewer and drainage. He has extensive transportation experience in the preparation of urban, highway and rural roadway design projects and related right of way planning. Mr. Gaudette has overseen and designed complex projects, coordinated staffing assignments and has acted as project manager on both large and small-scaled projects.

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a. Name and Title Within Firm: Clara Couric Batchelor, Principal	a. Name and Title Within Firm: Denis J. Chagnon, Principal
b. Project Assignment: Principal-in-Charge (Landscape Architecture)	b. Project Assignment: Project Manager (Landscape Architecture)
c. Name and Address Of Office In Which Individual Identified In 7a Resides: CBA Landscape Architects LLC 24 Thorndike Street, 4 th Floor Cambridge, MA 02141 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: CBA Landscape Architects LLC 24 Thorndike Street, 4 th Floor Cambridge, MA 02141 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>
d. Years Experience: With This Firm: <u>30</u> With Other Firms: <u>8</u>	d. Years Experience: With This Firm: <u>12</u> With Other Firms: <u>2</u>
e. Education: Degree(s) /Year/Specialization BA, Smith College / 1972 / Geology MLA, Harvard Graduate School of Design / 1976 / Landscape Architecture	e. Education: Degree(s) /Year/Specialization BA, University of Pennsylvania / 1996 / Design of the Environment MLA, Cornell University / 2001 / Landscape Architecture
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1982 / Landscape Architecture / MA Reg. #706	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2005 / Landscape Architecture / MA Reg. #1512
g. Current Work Assignments and Availability For This Project: Ms. Batchelor is currently leading design on several municipal parks, public buildings, urban commercial projects, and private residences. She is available to work on this project upon receiving a signed contract and notice to proceed.	g. Current Work Assignments and Availability For This Project: Mr. Chagnon is currently overseeing construction for two municipal parks, working on design for several other municipal parks, and working on a master plan and phased implementation for a multifamily residential community. He is available to work on this project upon receiving a signed contract and notice to proceed.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): As the founder of CBA Landscape Architects Clara Batchelor has served as Principal-in-charge and lead designer for scores of public landscapes. They include public safety buildings, City Halls, libraries, senior centers, schools, and parks and playgrounds. Ms. Batchelor was the landscape architect for: 7 Public Safety Buildings: Brookline Public Safety Building (a renovation to an historic structure), Fitchburg Fire Station, Haverhill Police Station, Wilmington Municipal Building, Wellesley Police Station and the Bedford Police Station, and ongoing work on the Weston Police Station 8 Public libraries including one each for the municipalities of Newburyport, Brewster, Truro, Eastham, West Tisbury, and Beverly, and two for the City of Boston Renovations to Cambridge City Hall, Chelsea City Hall, and Lincoln Town Hall. And over 70 parks, playgrounds, and schoolyards throughout eastern MA.	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Denis J. Chagnon has been an integral part of CBA Landscape Architects for thirteen years. He was made a principal in 2010. He has been the project manager for many public landscapes and played a major role in dozens of parks and playgrounds including Dickerman Playground, Morse-Kelley Park, Kenney Park, and Capuano Playground for the City of Somerville; Box District Park, John Ruiz Park, Quigley Park, Mace Park, Voke Park and Kayem Park, and Island End Park for the City of Chelsea; Garvey Playground, Rutherford/Union Playground, and Ernst Chery, Jr. Playground and the Union Park restoration for the City of Boston. Mr. Chagnon was the lead landscape architect for the site design of the new Wayland Town Center development. He was the project manager for the design of streetscape, circulation, and pedestrian safety improvements at Chelsea's Bellingham and Fay Squares, which are abutted by the City's central Fire Station and a major ambulance depot and therefore involved substantial public safety coordination. Additionally, he is the project manager for a new Youth Activities Center for a shared Air Force/Army base for the Department of Defense.

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a. Name and Title Within Firm: Ralph J. Tella, President	a. Name and Title Within Firm: Oliver P. Leek
b. Project Assignment: Environmental Consultant &LSP	b. Project Assignment: Sr. Project Mgr.
c. Name and Address of Office in Which Individual Identified in 7a Resides: Lord Associates, Inc. MBE <input type="checkbox"/> 1506 Providence Highway, Suite 30 WBE <input type="checkbox"/> Norwood, MA 02062	c. Name and Address of Office in Which Individual Identified in 7a Resides: Lord Associates, Inc. MBE <input type="checkbox"/> 1506 Providence Highway, Suite 30 WBE <input type="checkbox"/> Norwood, MA 02062
d. Years Experience: With This Firm: <u>15</u> With Other Firms: <u>35</u>	d. Years Experience: With This Firm: <u>10</u> With Other Firms: <u>10</u>
e. Education: Degree(s) /Year/Specialization B.A. 1977 Biology, Clark University Environmental Engineering-Northeastern University MBA 1985 Suffolk University	e. Education: Degree(s) /Year/Specialization BS, 1997 Environmental Science & Chemistry
f. Active Registration: Year First Registered/Discipline/Mass Registration Number Licensed Site Professional, Massachusetts #7473 Massachusetts Registered Third Party Instructor/Right to Know Law Certified Hazardous Materials Manager, CHMM, Masters Level, #3504 California Registered Environmental Assessor, #REA 00599	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project: Available	g. Current Work Assignments and Availability For This Project: Available
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Recently served as LSP overseeing environmental assessments, tank removal and remedial work at three fire station renovation projects for the City of Newton. Completed a prefeasibility environmental assessment for the Hillside Elementary School in Needham.	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Recently served as Project Manager for environmental assessments, tank removal and remedial work at three fire station renovation projects for the City of Newton.

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm: Jonathan W. Patch, P.E., Associate	a. Name and Title Within Firm: Chris M. Erikson, P.E., Principal
b. Project Assignment: Geotechnical Engineer - Project Manager	b. Project Assignment: Geotechnical Engineer - Principal-in-Charge
c. Name and Address Of Office In Which Individual Identified In 7a Resides: McPhail Associates, LLC 2269 Massachusetts Avenue Cambridge, MA 02140 MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: McPhail Associates, LLC 2269 Massachusetts Avenue Cambridge, MA 02140 MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>15</u> With Other Firms: <u>0</u>	d. Years Experience: With This Firm: <u>22</u> With Other Firms: <u>9</u>
e. Education: Degree(s) /Year/Specialization BS/2000/Civil Engineering ME/2001/Civil Engineering	e. Education: Degree(s) /Year/Specialization BS/1983/Civil Engineering MS/1985/Civil Engineering
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2007/Civil P.E./47156	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: 1990/P.E. Civil/35164
g. Current Work Assignments and Availability For This Project Mr. Patch oversees several active projects; however Mr. Patch will be available to direct as much attention as required to the proposed project. Current projects include Middlesex School Music and Campus Center in Concord, Parcel 1B in Boston, the New England Conservatory Student Life and Performance Center in Boston, Pierce Boston, Fan Pier in Boston, Serenity – 105A South Huntington Avenue in Boston, and LINX – 490 Arsenal Street in Watertown.	g. Current Work Assignments and Availability For This Project Mr. Erikson serves as a Project Manager for several projects and as a consulting principal for numerous other projects, Mr. Erikson will be available to direct as much attention as is required to the proposed project.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Department of Fire Services Expansion; Stow, MA Needham Public Library Expansion; Needham, MA Bruce C. Bolling Municipal Building; Roxbury, MA Area B-2 Police Station; Roxbury, MA Longmeadow High School; Longmeadow, MA	h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm): Mr. Erikson's experience includes providing geotechnical engineering services for numerous public and private educational, housing, commercial, and municipal facilities. Mr. Erikson has provided geotechnical consultation to hundreds of clients and building projects located throughout the northeastern United States with emphasis on the Greater Boston Area.

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm: Peter T. Timothy, President – Cost Estimator	a. Name and Title Within Firm:
b. Project Assignment: Cost Estimator	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides: A. M. Fogarty & Associates, Inc. MBE <input type="checkbox"/> 175 Derby Street – Suite 5 WBE <input type="checkbox"/> Hingham, MA 02043-4014 (781) 749-7272	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>27</u> With Other Firms: <u>4</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization University of Wisconsin-Platteville, 1985, Bachelor of Science Degree in Construction Management	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number N/A	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project: We currently are estimating approximately 10 projects per month. We are very flexible increasing our work load due to the nature of our staffing	g. Current Work Assignments and Availability For This Project:
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Timothy has been a professional estimator since earning a BS degree in Building Construction Management in 1985. He was chief estimator for a large interior contractor. Currently, Mr. Timothy is President of A. M. Fogarty and Associates, Inc. and in charge of all construction cost estimates and competitive bidding for the company.	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include **ONLY** Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But 8a. Not More Than 5 Projects). **Donham & Sweeney | Architects**

a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) North Andover Fire Station North Andover, MA Jeff Shaw, PIC	This compact, efficient new fire station provides four drive-through apparatus bays that accommodate the department's more modern equipment, which had not fit inside the 100-year-old predecessor station. Crew quarters and administration occupy the two-story wing and generous storage is tucked into loft space in the apparatus bay. In addition to a training classroom, the station features a high-ladder rescue wall.	Owner: Town of North Andover Contact: Ray Santilli Assistant Town Manager 978-688-9616	2015	\$5,261	\$465



Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include **ONLY** Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But 8a. Not More Than 5 Projects). **Donham & Sweeney | Architects**

a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	C. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(2) Fire Station #10 Newton, MA Jeff Shaw, PIC	In designing a replacement Station #10, D&S also designed an off-site, temporary quarters for an entire engine company that had to relocate and maintain operations during construction of their new station. The new station shares its tight, residential site with the city's Wires Division and the site design incorporates shared access and parking, while placing #10 in the visible, street-side location.	Owner: City of Newton Contact: Alex Valcarce, Deputy Commissioner Newton Public Buildings 617-796-1609	2015	\$5,600	\$635



a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(3) Fire Headquarters and Substation Belmont, MA Jeff Shaw, PIC	Following a master plan that involved review of 17 possible sites and a thorough response-time analysis, the town opted to replace its three aging fire stations with two new buildings that combine resources and equipment. The five-bay headquarters features a mix of drive-through and back-in bays, and includes crew quarters plus offices, training and meeting rooms for the entire force. The three-bay substation, in the busy business district, has space for a crew of ten and its exterior design incorporates a bus shelter, a welcome addition on the site of a former bus hub.	Owner: Town of Belmont Contact: David Frizell, Fire Chief 617-993-2200	2007	\$10,100	\$895



a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(4) Uxbridge Fire Station	This replacement Fire Station will be built on the site of current station, adjacent to Town Hall, a prominent and central location. The new facility will include five drive-through apparatus bays that allow a two-way flow of traffic, crew quarters, training and conference rooms and a welcoming public entrance.	Owner: Town of Uxbridge Contact: William Kessler, Fire Chief 508-278-5340	2017	\$6,600 (est.)	\$530



a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(5) Weston Police Station Weston, MA Jeff Shaw, PIC	Following up on an earlier study, and working under an accelerated, five-month deadline, Donham & Sweeney developed a site plan and final design for replacement of Weston's inadequate and undersized police station on the site of the. The design and construction sequencing was planned to accommodate uninterrupted police operations in a nearby, temporary location.	Owner: Town of Weston Contact: Jerry McCarty, Director of Facilities, Town of Weston 781-786-5720	2015	\$9,400	\$790



8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.

Sub-Consultant Name: Becker Structural Engineering					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Leicester Fire & EMS Headquarters Leicester, MA Paul B. Becker, P.E., SECB	Structural Engineers - Design of a new approximately 18,500 SF Fire Station and EMS Headquarters with Apparatus Bay. The building is to be two levels with the upper level comprised of 7,500 SF of administrative offices constructed over the lower level 11,000 SF apparatus bay.	Donham and Sweeney 68 Harrison Avenue Boston, MA 02111 617.423.1400 Attn: Jeff Shaw	9/2016	\$6.5M	\$45K
(2) Southborough Public Safety Complex Southborough, MA Paul B. Becker, P.E. SECB	Structural Engineers - Conducted a review of existing structural conditions noting structural concerns or deficiencies needed to be addressed. Review of MA State Building Code for implications of alterations or additions as it related to structural requirements and preparation of summary letter of findings and recommendations	Donham and Sweeney 68 Harrison Avenue Boston, MA 02111 617.423.1400 Attn: Jeff Shaw	11/2015		\$2K
(3) North Andover Central Fire Station North Andover, MA Paul B. Becker, P.E., SECB	Structural Engineers - Design of a new 16,500 SF fire station with an apparatus bay and attached administration wing. The administration wing is a two-story over a full basement. The apparatus bay is a single-story hi-bay over a slab-on-grade.	Donham and Sweeney 68 Harrison Avenue Boston, MA 02111 617.423.1400 Attn: Jeff Shaw	9/2015	\$5.6M	\$27K
(4) Newton Fire Station Three and Headquarters Fire Station Newton, MA Paul B. Becker, P.E., SECB	Structural Engineers - Initial work included a feasibility study-evaluation of existing conditions on an existing fire service building and structural design of a new 38,000 SF addition for housing apparatus bays, bunk rooms and support spaces.	Schwartz Silver Architects 75 Kneeland Street Boston, MA 02111 617.542.6650 Attn: Jon Traficonte	10/2016	\$13.5M	\$117K
(5) Gorham Public Safety Building Additions and Renovations Gorham, ME Paul B. Becker, P.E., SECB	Structural Engineers-Design of a new one-story 10,000 SF police building located on the existing site of the current Public Safety building.	Port City Architecture 65 Newbury Street Portland, ME 04101 207.761.9000 Attn: Andy Hyland	12/2015	\$2.3M	\$42K

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Sub-Consultant Name: Garcia, Galuska & DeSousa, Inc.					
a. Project Name and Location Principal-In-Charge	b. Brief Description of Project and Services (Include Reference to Relevant Experience)	c. Client's Name, Address and Phone Number. Include Name of Contact Person	d. Completion Date (Actual or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was/Is Responsible
(1) Leicester Fire Headquarters Leicester, MA Dominick B. Puniello, P.E.	Plumbing, Fire Protection, HVAC, Electrical and Technology design and construction services for the new 20,000 s.f. fire headquarters. This project is design to meet LEED certification.	Donham & Sweeney, Inc. 68 Harrison Avenue Boston, MA 02111 Jeff Shaw, AIA, LEED AP BD+C 617-423-1400	2/2017	N/A	\$110
(2) North Andover Fire Station North Andover, MA Dominick B. Puniello, P.E.	New construction of a two-story, 14,500 SF fire station including 4 apparatus bays, barracks and training area.	Donham & Sweeney, Inc. 68 Harrison Avenue Boston, MA 02111 Jeff Shaw, AIA, LEED AP BD+C 617-423-1400	10/2015	\$6,600	\$75
(3) Weston Police Headquarters Weston, MA Dominick B. Puniello, P.E.	MEP/FP/Technology design and construction administration services for new 13,180 SF 2-story police headquarters building.	Donham and Sweeney, Inc. 68 Harrison Avenue Boston, MA 02111 Jeff Shaw, AIA 617-423-1400	12/2015	\$11,950	\$149
(4) Arlington Central Fire Station Arlington, MA Dominick B. Puniello, P.E.	MEP/FP design and construction administration for gut interior renovation and modernized MEP systems for circa 1926 18,000 SF brick fire station building. LEED & Energy modeling services also provided.	Donham & Sweeney, Inc. 68 Harrison Avenue Boston, MA 02111 Jeff Shaw, AIA, LEED AP BD+C 617-423-1400	6/2015	\$5,000	\$85
(5) Newton Fire Station #10 Newton, MA Dominick B. Puniello, P.E.	HVAC, Plumbing, Fire Protection, Electrical and Technology Systems study and design for a new Fire Station consisting of 6,120 SF, Wires Building of 3,650 SF and temporary fire station of 5,000 sq. ft. The fire station made up of general administrative areas, training rooms, apparatus storage bays, and dormitory area.	Donham & Sweeney, Inc. 68 Harrison Avenue Boston, MA 02111 Jeff Shaw, AIA, LEED AP BD+C 617-423-1400	8/2015	\$6,000	\$75

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Sub-Consultant Name: Brennan Consulting, LLC					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address and Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) Fire & Police Site Feasibility Study Stoughton, MA Chris Emilius	Brennan is performing the site evaluation, utility availability, traffic impacts, environmental permitting assessment, and storm water management feasibility for the proposed Fire and Police Site at various locations within the town.	Town of Stoughton Stoughton Town Hall Jeff Shaw – Donham & Sweeney Architects (617) 423-1400 Marc Tisdelle, PE – Town Engineer 781-341-1300 x9263	2016	NA	57
(2) Uxbridge Fire Station Design Uxbridge, MA Chris Emilius	Brennan is performing the civil And site development plans, existing conditions survey, construction documents, off site sewer and drainage infrastructure relocations for the Uxbridge Fire Station	Town of Uxbridge Uxbridge Fire Department Jeff Shaw – Donham & Sweeney Architects 617-423-1400 Benn Sherman, DPW Director 508-278-8616	2017	NA	NA
(3) Fort Banks Elementary School Kennedy Drive Winthrop, MA Jim Lyons	Brennan is performing an egress road design for the existing ES due to the safety issues created by the school and DPW facility being on the opposite sides of a dead end road.	Town of Winthrop 100 Kennedy Drive Winthrop, MA 02152 Steve Calla, DPW Director (617) 212-5193	04/2013	200	47
(4) Emergency Services Facility Spring Street Tisbury, MA James Lyons	Brennan performed site engineering, traffic analysis, surveying, environmental permitting, storm water management and utility connections.	Town of Tisbury 51 Spring Street Vineyard Haven, MA 02568 Janet Slemenda – HKT Architects 617-776-6545 John Bugbee – Town Manager 508-696-4203	10/2012	6,500	110
(5) Milton Hill Development 50 Eliot Street Milton, MA Chris Emilius, PE	Brennan is performing site design/engineering, surveying, environmental permitting, storm water management and utility connections including the design of a 1,000 drainage system extension.	50 Elliott Street, LLC 78 Hancock Street Braintree, MA 02184 Jim Sullivan, President 617-212-5570	9/2013	24,000	140

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Sub-Consultant Name: CBA Landscape Architects, LLC					
a. Project Name and Location Principal-in-Charge	b. Brief Description Of Project and Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Weston Police Station Weston, MA Principal-in-Charge: Clara C. Batchelor	CBA designed the landscape for the new Weston Police Station. Work included wetland restoration, planted storm-water retention areas, screening of historic cemetery, and foundation planting.	Owner: Town of Weston Contact: Jeff Shaw Donham & Sweeney Architects 617 423-1400	Fall 2015		14
(2) Lincoln Town Offices Lincoln, MA Principal-in-Charge: Clara C. Batchelor	CBA provided the landscape architecture for the grounds of the renovated Lincoln Municipal Office Building. Work included decorative paving, driveway, parking, and planting.	Owner: Town of Lincoln Contact: Jeff Shaw Donham & Sweeney Architects 617 423-1400	Fall 2014	5500	12
(3) McGuire Youth Center Annex Joint Base McGuire-Dix-Lakehurst, NJ Principal-in-Charge: Denis J. Chagnon	Creation of a new youth services center, outdoor nature education space, playground, and athletic court for a large military base. Involved programming of outdoor space and coordinating with architect's program for the interior spaces.	Owner: US Dept. of Defense Client: Arrowstreet Architects, Inc. Contact: Tina Soo Hoo, Project Mgr. 617-623-5555	2016	450 landscape (6100 Total)	51
(4) West Tisbury Library, West Tisbury, MA Principal-in-Charge: Clara C. Batchelor	This important community resource is being doubled in size by the new addition. The landscape was designed to maintain the rural quality of the site and maximize Green Building practices. An outdoor reading garden and children's space is part of the design, as well.	Owner: Town of West Tisbury, MA Contact: Conrad Ello, AIA Oudens Ello Architecture 617-422-0890	Fall 2013	N/A	22.7
(5) Brighton Branch Library Boston, MA Principal-in-Charge: Clara C. Batchelor	The renovation of the Brighton Branch Library included extensive renovations to the site, as well. CBA designed a new ADA compliant walkway and ramp, steps and entrance plaza, green wall, and new front and back garden, both with extensive new and transplanted plant material.	City of Boston Public Facilities Department Bill Hughes, Project Manager 617 635-7519	Fall 2010	N/A	17.5

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Sub-Consultant Name: Lord Associates, Inc.					
a. Project Name and Location Principal-In-Charge	b. Brief Description of Project and Services (Include Reference to Relevant Experience)	c. Client's Name, Address and Phone Number. Include Name of Contact Person	d. Completion Date (Actual or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was/Is Responsible
(1) Various sites, City of Newton Ralph J. Tella, LSP	On-call consulting services at Schools & town dept. locations for 18+ yrs. UST removal mgmt., AST design, G/W treatment systems design & installation, contaminated soil mgmt., LSP services	City of Newton-Public Buildings 52 Elliot Street Newton, MA 02461 Arthur Cabral, Project Manager 617-796-1602	On-going	---	\$1,000,000+
(2) Morton School 117 Main St. Fall River, MA Ralph J. Tella, LSP	New construction - Contaminated soil management, LSP Services	Mount Vernon Group Architects 47 North 2nd Street New Bedford, MA 02740 Jorge Figuerado 508-991-7501	12/2013	---	\$160,000
(3) Fonseca School (formerly Small School) 160 Wall St. Fall River, MA Ralph J. Tella, LSP	New construction - Contaminated soil management, LSP Services Post-construction groundwater monitoring, LSP Services	Mount Vernon Group Architects 47 North 2nd Street New Bedford, MA 02740 Jorge Figuerado 508-991-7501	1/2009	---	\$48,000
		City of Fall River-Public Works One Government Center Fall River, MA 02722 Ken Pacheco 508-324-2226	6/2015	\$10,000	
(4) Hillside Elementary School 25 Glen Gary Road Needham, MA. Ralph J. Tella, LSP	Prefeasibility Evaluation- Environmental Considerations LSP Services	Dore and Whitter Merrimack Street Newburyport, MA 01950 Donald Walter, Architect	12/2014	---	\$10,000
(5) Various schools/municipal bldgs. in cities & towns throughout MA & NH Ralph J. Tella, LSP	New & Reconstruction 15 yrs + Contaminated soil mgmt., PCB Plans, LSP services	Universal Environmental Corp. 12 Brewster Road Framingham, MA 01702 Ammar Dieb-President 508-628-5486	On-going		\$500,000+

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Sub-Consultant Name: McPhail Associates, LLC

a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Central Fire Station Renovation Arlington, MA Chris M. Erikson, P.E.	Completed Renovation of an existing historic fire station. Performed geotechnical engineering analysis and provided foundation recommendations and construction phase services.	Donham & Sweeney, Inc. - Architects 68 Harrison Avenue, 5th Floor Boston, MA 02111 (617) 423-1400 Mr. Jeff Shaw	2016 (Estimated)	\$6,500 (Estimated)	\$5.5
(2) Weston Police Station Weston, MA Chris M. Erikson, P.E.,	Construction of a new Police and Communications Station. Performed geotechnical engineering analysis and provided foundation recommendations.	Donham & Sweeney, Inc. - Architects 68 Harrison Avenue, 5th Floor Boston, MA 02111 (617) 423-1400 Mr. Jeff Shaw	2016 (Estimated)	\$7,900 (Estimated)	\$7.9
(3) Area B-2 Police Station Dudley Square; Roxbury, MA Ambrose J. Donovan, P.E., L.S.P.	Performed geotechnical engineering analysis for a new police station. Provided foundation design recommendations and construction phase services.	Leers Weinzapfel Associates 75 Kneeland Street Boston, MA 02111 (617) 423-5711 Ms. Natasha Espada, AIA, LEED AP	2011 (Actual)	\$17,500 (Actual)	\$70
(4) Brookline Police and Fire Renovation/Expansion Brookline, MA Robert C. Hoyler, P.E.	Reorganization and expansion of police and fire stations, including a 4-story addition. Performed geotechnical engineering analysis and prepared foundation engineering recommendations.	Donham & Sweeney, Inc. - Architects 68 Harrison Avenue, 5th Floor Boston, MA 02111 (617) 423-1400 Mr. Peter Brooks	2002 (Actual)	\$1,000 (Actual)	\$5
(5) Andover Public Safety Center Andover, MA Gary M. O'Neil, P.E.	New 52,000 GSF, 2- to 3-story building for police and fire. Performed geotechnical engineering analysis and prepared foundation engineering recommendations. Provided geoenvironmental consulting services. Provided construction phase services.	Donham & Sweeney, Inc. - Architects 68 Harrison Avenue, 5th Floor Boston, MA 02111 (617) 423-1400 Mr. C. Christopher Logan, AIA	2002 (Actual)	\$14,000 (Actual)	\$40

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Sub-Consultant Name: A. M. FOGARTY & ASSOCIATES, INC. – COST ESTIMATOR					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Central Fire Station Arlington, MA Peter Timothy	Cost Estimating Renovation	Town of Arlington Town Hall 730 Massachusetts Avenue Arlington, MA 02476 (781) 316-3070	2014	\$5.3 mil	\$10
(2) No. Andover Central Fire Station North Andover, MA Peter Timothy	Cost Estimating New Construction	Town of North Andover 120 Main Street North Andover, MA 01845 (978) 688-9500	2014	\$5.9 mil	\$11
(3) Newton Fire Station Newton, MA Peter Timothy	Cost Estimating New Construction	Town of Newton 1000 Commonwealth Ave Newton, MA 02459 (617) 796-1350	2014	\$5.5 mil	\$10
(4) Wilbraham Fire Station Wilbraham, MA Peter Timothy	Cost Estimating New Construction	Town of Wilbraham 240 Springfield St Wilbraham, MA 01095 (413) 596-2800	2011	\$2.6 mil	\$5
(5) Uxbridge Fire Station Uxbridge, MA Peter Timothy	Cost Estimating New Construction	Town of Uxbridge 21 South Main Street Uxbridge, MA 01569 (508) 422-8700	2016	\$6.3 mil	\$10

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.
(Add/subtract rows or pages as needed)

# of Total Projects: 17		# of Active Projects: 5	Total Construction Cost (In Thousands) of Active Projects (excluding studies): \$22,747		
Role P, C, JV *	Phases St., Sch., D.D., C.D.,A.C.*	Project Name, Location and Principal-In-Charge	Awarding Authority (Include Contact Name and Phone Number)	Const. Costs (In Thousands) (Actual, Or Est If Not Cmpl't)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
C	St.	1. Hubbardston Public Safety Building, Hubbardston, MA J. Shaw	Town of Hubbardston Anita Schiepers - (978-928-1400 x200	\$15,000 (est)	2015 (study)
P	St.	2. Southborough Public Safety Complex, Southborough, MA J. Shaw	Town of Southborough Mark J. Purple - 508-485-0710	\$25 (study)	2015 (study)
P	Sch., D.D., CD., CA	3. Leicester Fire Headquarters, Leicester, MA J. Shaw	Town of Leicester Kevin J. Mizikar - (508) 892-7000	\$5,500	2017 N
P	St., Sch., D.D., C.D.,C.A.	4. Uxbridge Fire Station, Uxbridge, MA J. Shaw	Town of Uxbridge William Kessler-(508) 278-5340	\$6,600	2016 N
P	St., Sch., D.D., C.D.,C.A.	5. North Andover Town Hall Add/Renov., N. Andover, MA J. Shaw	Town of North Andover Ray Santilli - (978) 688-9510	\$5,647	2016 N/R
P	St.	6. Belmont Police Station Study, Belmont, MA J. Shaw	Town of Belmont Richard McLaughlin - (617) 993-2570	\$12 (study)	2015 (study)
P	St.	7. Bedford Police Expansion Study, Bedford, MA J. Shaw	Town of Bedford Taissir Alani - (781) 275-5290	\$3,800	2015 (study)
P	Sch., D.D., CD., C.A.	8. North Andover Fire Station, North Andover, MA J. Shaw	Town of North Andover Ray Santilli - (978) 688-9510	\$5,100	2015 N
P	Sch., D.D., CD., C.A.	9. Weston Police Headquarters, Weston, MA J. Shaw	Town of Weston Mr. Gerard McCarty - (781) 786-5270	\$8,900	2015 N
P	St.	10. Mansfield Public Safety Feasibility Study, Mansfield, MA J. Shaw	Town of Mansfield Mike Ahearn - (508) 261-7335	\$18,000	2015 (study)
P	Sch., D.D., CD., CA	11. Central Fire Station Renovations, Arlington, MA J. Shaw	Town of Arlington Robert Jefferson - 781-316-3801	\$5,000	2015 R
P	ST. Sch., D.D., CD., CA	12. Fire Station 10, Newton, MA J. Shaw	City of Newton Art Cabral - (617) 796-1600	\$5,500	2015 N
P	St.	13 Stoughton Public Safety Facility, Stoughton, MA J. Shaw	Town of Stoughton Maureen Doherty - (781) 341-1300 x9180	\$25 (study)	2014 (study)
P	St., Sch., D.D., CD., C.A.	14 Lincoln Town Offices Building, Lincoln, MA J. Shaw	Town of Lincoln Mary C. Day - (781) 259 2603	\$5,500	2014 R

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

Role P, C, JV *	Phases St., Sch., D.D., C.D.,A.C.*	Project Name, Location and Principal-In-Charge	Awarding Authority (Include Contact Name and Phone Number)	Const. Costs (In Thousands) (Actual, Or Est If Not Cmpl)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
P	St.	15 Police, Fire & DPW Feasibility Study, Medford, MA J. Shaw	City of Medford Louise Miller - (781) 393 2465	\$1,000 to \$20,000	2012 R
P	St., Sch.	16 Stow Fire Station Feasibility Study, Stow, MA B. Donham	Town of Stow Michael McLaughlin - (978) 897-4537	\$6,000	2012 (design)
P	Sch., D.D., CD., CA.	17 New Police Headquarters, Whitman, MA J. Shaw	Town of Whitman Frank Lynam - (781) 618-9701	\$4,800	2011 N
P	St., Sch., D.D., CD., CA.	18 Highland Fire Station, Arlington, MA J. Shaw	Town of Arlington Robert Jefferson - 781-316-3801	\$3,700	2011 R

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

Question 10

What Donham & Sweeney brings to Westford's Fire Station and Combined Dispatch Center project

Introduction

The Fire Station and Combined Dispatch Center is an important undertaking for the Town of Westford. The need for the new fire station has already been established, a site has been identified, and the citizens of your town have given their approval. Now it is incumbent upon the selected architect to pick up the thread of the work completed to date, and proceed without delay.

Donham & Sweeney is the team for that task. We are highly experienced architectural firm with a focus on public safety and municipal facilities in Massachusetts. The firm is well-known and highly respected by our clients for our thorough and thoughtful approach to

problem solving and reconciling program and budget to deliver a lasting building that is a source of pride for a community. In working with the Town of Westford on the New Fire Station and Combined Dispatch Center, we bring the following strengths and qualities to the table:

- ❖ **Public Safety Design Expertise**
- ❖ **Attentive, Flexible and Inventive Team**
- ❖ **Strict Adherence to Program, Budget & Schedule**

Project Understanding

The Town's goals & priorities are clear to us. Donham & Sweeney understands that the Town of Westford wants to complete a well-planned and carefully designed Fire Headquarters and Dispatch Center project that meets the Town's budget and is programmed appropriately to last well into the future. D&S is fully engaged and prepared to assist the Town in meeting this goal. A singularly important part of this project is the understanding that you have been here before and made difficult choices to achieve greater



benefit for the Town. The care and commitment you have shown is exactly what Donham & Sweeney strives to bring to each client and each project and exactly why this project and working with you, is so compelling to us.

Maintaining the already-established budget and program are two critical aspects to this project. Achieving these goals will require several traits that Donham & Sweeney possesses; the ability to listen well, a critical eye for public safety requirements and a discerning hand in crafting adaptable, efficient and attractive buildings. A hallmark of D&S' design and project management approach is our attentiveness to our client's goals and flexibility in finding inventive solutions to meet them. Recently completed public safety buildings in North Andover, Belmont, Arlington, Newton and Weston are examples of this approach--successfully managing tight budgets while incorporating creative ways to achieve more useful space. D&S believes this approach makes excellent buildings.



1. Recent, Relevant Experience

	Fire Station	Dispatch
Newton FS #10	●	
Weston Police HQ		●
Arlington Fire HQ	●	
Arlington Highland	●	
Belmont HQ	●	
Belmont Substation	●	
Whitman Police		●
North Andover Fire	●	
Medford Police & Fire study	●	●
Leicester Fire Station	●	
Southborough PSB study	●	●



Past Performance and Quality of Work

Founded in 1967, Donham & Sweeney has always been committed to providing unique, customer-driven design solutions to a diverse range of public, and private clients throughout New England. We are recognized for creating spaces that establish their own identity and character, yet remain contextually sensitive to their surroundings. D&S Architects works hard to make sure our buildings are outstanding and successful; and this begins with a commitment to our clients' visions, needs, and goals.

In addition, we pay special attention to the distinctive architecture of the region in order to cultivate designs that are timeless and firmly rooted within their communities. The resulting facilities are immediately claimed by local residents, and provide a source of pride that leads to better maintenance and longer life-spans.

Public Construction Experience

With the bulk of the firm's work in the public sector, primarily for Massachusetts cities and towns, Donham & Sweeney has a **strong understanding of current Massachusetts building codes, standards, procurement and construction laws (including Chapter 149)**. In addition, we have completed several CM@Risk projects and have experience with the timing and approvals involved in that delivery method.

Donham & Sweeney specializes in working with municipalities. From feasibility to programming to final design, our team knows the priorities and challenges public safety and municipal leaders and their communities. Donham & Sweeney has designed and completed renovations or new construction of **21 Police Stations, 15 Fire Stations, and 12 Combined Public Safety buildings** in the last three decades. In addition our work includes multiple, city and town offices.

FIRE STATIONS

New Fire Station HQ- Leicester, MA (Design)
New Fire Station - Uxbridge, MA (Design)
New Fire Station - North Andover, MA
New Fire Station - Newton, MA
Central Fire Station - Arlington, MA
HQ and Two substations, Newton, MA (Study)
Fire Station, Stow, MA (Study)
Five Fire Stations, Brookline, MA (Study)
Fire Station Lexington, MA (Study)
Highland Fire Station Renovation - Arlington, MA
New Westport Fire HQ - Westport, MA
New Fire HQ & Substation - Belmont, MA
New Central Fire HQ - Fitchburg, MA
New Fire Station & Training Facility - Milford, MA
Fire HQ Renovation/Expansion - Bedford, MA
Webster Square Fire Station Renovation - Worcester, MA
Danvers, MA
Harwich, MA
Hanover, MA
Hampstead, NH

POLICE STATIONS

New Police Station - Weston, MA
Police Station - Belmont, MA (Feasibility Study)
New HQ - Brunswick, ME
New HQ - Whitman, MA
New HQ - Wellesley, MA
New Police Station & Emergency Response Center -
Dracut, MA
Police HQ Renovation/Expansion - Bedford, MA
Police HQ Renovation/Expansion - Stoneham, MA
Yarmouth, MA
Chelsea, MA (Renovation/Expansion)
Reading, MA
Haverhill, MA
Tewksbury, MA
Weymouth, MA
Plymouth, MA

PUBLIC SAFETY

Mansfield, MA (study)
Stoughton, MA (study)
Medford, MA (study)
Lexington, MA (study)
Lawrence, MA (study)
Brookline, MA
Andover, MA
Westbrook, ME
Wakefield, MA
Wilmington, MA
Saugus, MA
Georgetown, MA
Norfolk, MA (Renovation/Expansion)
Winchester, MA (Renovation/Expansion)
Somerville, MA
Wellfleet, MA
Hadley, MA

High Level of Service/Thorough Process



team you meet at the interview and kick-off meeting is the same team you'll see right up through project close-out and beyond. For the Weston Police Station, a project that we just completed, the owners have commended D&S for resolving particularly challenging issues during design and construction and are very pleased with the police department's new home. In Westford, we will bring that same level of service to your project.

Clients tell us again and again that they like working with Donham & Sweeney because we're there for the long-haul and we stick with them through project challenges. The

4. Current Workload



Donham & Sweeney has just completed a number of projects and has several more that are either in construction or bidding. Therefore, we are in an especially good position to dedicate a team

to take on the Westford's New Fire Station and Combined Dispatch Center Project.

Construction Administration:

- North Andover Town Hall; Fall 2016

Bidding:

- Uxbridge Fire Station; July 2017

Construction Documents:

- Leicester Fire Station; July 2017

Study:

- Southborough Public Safety Complex; Spring 2016
- Hubbardston Public Safety Complex; Spring 2016



Financial Stability

Donham & Sweeney engaged E.L. Mann, PC, an independent CPA firm, to audit our financial statements as of December 31, 2014. They issued an unqualified report attesting that our financial statements were presented in accordance with accounting principles generally accepted in the United States. Our firm showed strong results in 2014. We recorded a gross profit of 42% of billings and a net profit of 14%.

For the 2015 year-end, we have again engaged E.L. Mann, PC to audit our financial statements. We expect those financial statements will show that 2015 was another solidly successful year for the firm. We estimate gross profit for 2015 will be about 45% and net profit will be about 5%. Management is confident that 2016 will continue along this path, and that the firm's financial results for 2016 and beyond will reflect continued profitability and financial stability.

Insurance

Donham & Sweeney maintains Professional Liability Insurance through Poole Professional, Ltd. Coverage includes General Liability and Professional Liability each at, or exceeding the level required by the Town of Westford for this project.



References

Ray Santilli, Assistant Town Manager
Town of North Andover
Tel: 978-688-9526
Project: New Fire Station

Alex Valcarce, AIA, Deputy Commissioner
Newton Public Buildings
Tel: 617-796-1609
avalcarce2newtonma.gov
Project: Replacement of Fire Sub-station

Jerry McCarty, Director of Facilities
Town of Weston
Tel: 781-786-5720
mccartyg@weston.org
Project: New Police Station

Michael J. Goulding, Chief of Police
Town of Weston
Tel: 781-786-6201
goulding.m@westonmass.org
Project: New Police Station

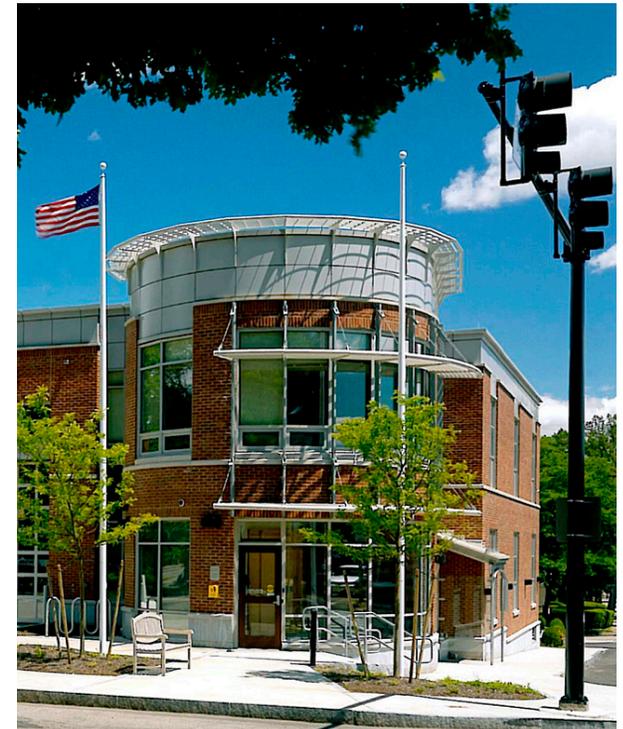
Robert Jefferson, Fire Chief
Town of Arlington
Tel: (781) 316-3801
rjefferson@town.arlington.ma.us
Project: Renovation of 2 Fire Stations

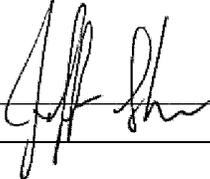


Dave Frizzell, Fire Chief
Town of Belmont
Tel: (617) 993-2200
Project: New Fire HQ and Substation

SDO Goals

For several years, Donham & Sweeney has collaborated with Garcia Galuska DesSousa, M/E/P engineers, and they continue to be an integral part of our team. GGD is certified as an MBE by the Commonwealth Supplier Diversity Office (SDO). In addition, CBA Landscape Architects and Brennan Consulting are WBE firms responsible for Landscape Architecture and Civil Engineering/Survey, respectively. Combined, these three primary consultants account for a portion of the design fee greater than the 17.% recommendation. Their certification letters are attached.



11.	Professional Liability Insurance:								
	Name of Company Poole Professional Ltd	Aggregate Amount \$3,000,000	Policy Number QP03805303	Expiration Date 01/31/2017					
12.	Have monies been paid by you, or on your behalf, as a result of Professional Liability Claims (in any jurisdiction) occurring within the last 5 years and in excess of \$50,000 per incident? Answer YES or NO . If YES, please include the name(s) of the Project(s) and Client(s), and an explanation (attach separate sheet if necessary). No								
13.	Name Of Sole Proprietor Or Names Of All Firm Partners and Officers:								
	Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	
	a. Jeff Shaw	President	20290	Architect/Active					
	b. Stuart Goldman	Treasurer		CPA/Active					
14.	If Corporation, Provide Names Of All Members Of The Board Of Directors:								
	Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	
	a. Jeff Shaw	President	20290	Architect/Active					
	b. Stuart Goldman	Treasurer		CPA/Active					
15.	Names Of All Owners (Stocks Or Other Ownership):								
	Name And Title	% Ownership	MA. Reg.#	Status/Discipline	Name And Title	% Ownership	MA. Reg.#	Status/Discipline	
	A Jeff Shaw	100%	20290	Architect/Active					
16.	<p>I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 7C, Section 44 of the General Laws, or that the services required are limited to construction management or the preparation of master plans, studies, surveys, soil tests, cost estimates or programs. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury.</p>								
	Submitted by (Signature)				Printed Name and Title	Jeff Shaw, Principal		Date	April 14, 2016



OPERATIONAL SERVICES DIVISION
SUPPLIER DIVERSITY OFFICE

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Executive Director

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Lieutenant Governor
Kristen Lepore
Secretary
Gary J. Lambert
Assistant Secretary for
Operational Services

February 25, 2015

Mr. Carlos DeSousa
Garcia, Galuska & DeSousa, Inc.
370 Faunce Corner Road
Dartmouth, MA 02747

Dear Mr. DeSousa:

The Supplier Diversity Office (SDO) is in receipt of your certification renewal information (application). This consists of your request to renew the certification of Garcia, Galuska & DeSousa, Inc. and the required certification renewal information and documentation. Accordingly, SDO has updated your file with this information and documentation. No substantive review of your company was done at this time. **This letter serves as sole and exclusive proof of your firm's SDO certification.**

Based on your certification renewal information (application), the certification of Garcia, Galuska & DeSousa, Inc. as a minority-owned business enterprise (MBE) with the business description of **MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION, CIVIL AND TECHNOLOGY ENGINEERING AND DESIGN SERVICES** has been renewed effective the date of this letter. The company will remain listed in the SDO Directory of certified businesses and The Massachusetts Central Register, which is published by the Office of the Secretary of State unless its certification is revoked. Unless revoked, this certification will last for a period of two years and will automatically expire as of March 4, 2017, unless by that date, the certification of the company is renewed again or the company is recertified.

To renew the company's certification at that time, you will need to submit the following information to SDO no later than 30 business days prior to March 4, 2017.

- 1) All company financial statements since the date of the company's then most recent SDO certification;
- 2) A signed copy of all U.S. Tax Returns and Schedules since the date of the company's then most recent SDO renewal;
- 3) Corporations must submit all Annual Reports/Letters of Good Standing filed with the Secretary of (YOUR) State since the date of the company's then most recent renewal; and

PLEASE NOTE THAT THE FOLLOWING ITEMS 4-6 CAN BE COMBINED ON ONE NOTARIZED STATEMENT

4) A notarized statement that indicates:

"I certify under the pains and penalties of perjury that no significant changes affecting eligibility as a certified Minority/Minority-Woman/Woman business enterprise have occurred since the date of the company's then most recent date of SDO certification as defined in State regulations 425 CMR 2.00 The Massachusetts Supplier Diversity Office."

5) A notarized statement that indicates either "A or B" as referenced below.

- A. "I certify under the pains and penalties of perjury that (Insert your Company Name) has not received any contract(s) as a result of having been SDO certified."
- B. "I certify under the pains and penalties of perjury that: (Insert your Company Name) has received a contract(s) as a result of having been SDO certified." List all contract names, contract amounts and the names of the agencies with which you have contracted from the date of your last SDO renewal."

6) A notarized statement that indicates:

"I certify under the pains and penalties of perjury that (Insert your Company Name) has (number) of employees for each year end given; include owner(s)."

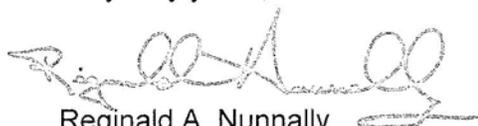
Furthermore, you have a continuing duty to notify SDO of a change in any information that is relevant to the firm's certification eligibility and to ensure that the information and documentation relied upon by SDO to certify or to maintain the certification of the business enterprise is accurate, complete and not misleading. You are required to notify SDO in writing of any change of such information or documentation within thirty calendar days. By way of example and not limitation, any change in ownership, control, investment, ongoing or independence may be considered material. Failure to abide by the continuing duty requirements shall constitute grounds for the business entity's decertification.

Additionally, every six years, certified companies that wish to remain certified must undergo a substantive review of their certification status with a SDO certification specialist who will re-evaluate the company to determine whether it continues to meet the applicable certification criteria. If you wish to recertify your company when it becomes due for substantive review, you will need to submit the applicable recertification application and all required information and documentation to SDO no later than forty-five (45) business days prior to the date of certification expiration (i.e., the recertification date). At that time, a certification specialist will be assigned to evaluate your company and will make a report and recommendation to the Certification Committee (CC) on whether or not the company continues to meet the applicable certification criteria.

As provided above in 425 CMR 2.00, if your company has a change of address or telephone number, please send a signed letter within thirty days of the change on company letterhead to notify SDO of the new address or telephone number.

During the period of your certification, if you have any further questions regarding your certification renewal, please direct them to Ms. Nedra D. White, Director of Certification, at (617) 502-8852.

Very truly yours,



Reginald A. Nunnally
Executive Director



THE COMMONWEALTH OF MASSACHUSETTS
Executive Office for Administration and Finance
OPERATIONAL SERVICES DIVISION
One Ashburton Place, Suite 1017
Boston, MA 02108-1552

OPERATIONAL SERVICES DIVISION
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Lieutenant Governor

Kristen Lepore
Secretary

Gary J. Lambert
Assistant Secretary for
Operational Services

January 25, 2016

Ms. Laureen Poulakis
Brennan Consulting, LLC
24 Ray Avenue
Burlington, MA 01803

Dear Ms. Poulakis:

Congratulations on your certification! The Supplier Diversity Office (SDO) is pleased to notify you that your firm was certified as a woman-owned business enterprise (WBE) with the certified business description, **ENGINEERING SUPPORT SERVICES; SURVEY CONSULTING, AERIAL MAPPING PHOTOGRAMMETRY AND LIDAR, LASER SCANNING AND CONSTRUCTION LAYOUT**. This letter serves as sole and exclusive proof of your firm's SDO certification.

Your company will be listed in both the SDO Directory and in the Massachusetts Central Register, which are published at regular intervals. The SDO Directory is sent to other state agencies and private organizations that seek to fulfill WBE utilization requirements.

Furthermore, you have a continuing duty to notify SDO of a change in any information that is relevant to the firm's certification eligibility and to ensure that the information and documentation relied upon by SDO to certify or to maintain the certification of the business enterprise is accurate, complete and not misleading. You are required to notify SDO in writing of any change of such information or documentation within thirty calendar days. By way of example and not limitation, any change in ownership, control, investment, ongoing or independence may be considered material. Failure to abide by the continuing duty requirements shall constitute grounds for the business entity's decertification.

Certification is not a fixed designation and SDO reserves the right to monitor your company, do random spot checks, site visits and to conduct periodic reviews of your company's books, contracts, company structure, facilities, job locations; to seek other relevant information and documentation; and to revoke certification of your firm should this become necessary.

Your company's certification will automatically expire two years from the date of certification. If your company continues to meet all applicable certification criteria, no later than thirty (30) business days before your firm's certification renewal date of January 21, 2018, and every two years thereafter, please send SDO the following documents to renew your certification:

- 1) All company financial statements since the date of the company's then most recent SDO certification;

- 2) A signed copy of all U.S. Tax Returns and Schedules since the date of the company's then most recent SDO renewal;
- 3) Corporations must submit all Annual Reports/Letters of Good Standing filed with the Secretary of (YOUR) State since the date of the company's then most recent renewal; and

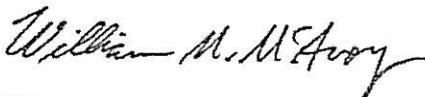
PLEASE NOTE THAT THE FOLLOWING ITEMS 4-6 CAN BE COMBINED ON ONE NOTARIZED STATEMENT:

- 4) A notarized statement that indicates:
"I certify under the pains and penalties of perjury that no significant changes affecting eligibility as a certified Minority/Minority-Woman/Woman business enterprise have occurred since the date of the company's then most recent date of SDO certification as defined in State regulations 425 CMR 2.00 The Supplier Diversity Office."
- 5) A notarized statement that indicates either "A or B" as referenced below.
 - A. "I certify under the pains and penalties of perjury that (Insert your Company Name) has not received any contract(s) as a result of having been SDO certified."
 - B. "I certify under the pains and penalties of perjury that: (Insert your Company Name) has received a contract(s) as a result of having been SDO certified." List all contract names, contract amounts and the names of the agencies with which you have contracted from the date of your last SDO renewal."
- 6) A notarized statement that indicates:
"I certify under the pains and penalties of perjury that (Insert your Company Name) has (number) of employees for each year end given; include owner(s)."

Additionally, every six years, certified companies that wish to remain certified must undergo a substantive review of their certification status with a SDO certification specialist who will re-evaluate the company to determine whether it continues to meet the applicable certification criteria. If you wish to recertify your company when it becomes due for substantive review, you will need to submit the applicable recertification application and all required information and documentation to SDO no later than forty-five (45) business days prior to the date of certification expiration (i.e., the recertification date). At that time, a certification specialist will be assigned to evaluate your company and will make a report and recommendation to the Certification Committee (CC) on whether or not the company continues to meet the applicable certification criteria.

As provided above in 425 CMR 2.00, if your company has a change of company name, address or telephone number, please send a signed letter within (30) days of the change on company letterhead to notify SDO of the change to our office address.

Very truly yours,



William M. McAvoy
Deputy Assistant Secretary and
Chief Legal Counsel



OPERATIONAL SERVICES DIVISION

SUPPLIER DIVERSITY OFFICE

Reginald Nunnally
Executive Director

THE COMMONWEALTH OF MASSACHUSETTS
Executive Office for Administration and Finance
OPERATIONAL SERVICES DIVISION
One Ashburton Place, Suite 1017
Boston, MA 02108-1552

Deval L. Patrick
Governor

Glen Shor
Secretary

Gary J. Lambert
Assistant Secretary for
Operational Services

May 15, 2014

Ms. Clara C. Batchelor
CBA Landscape Architects, LLC
212 Elm Street, 4rd Floor
Somerville, MA 02144

Dear Ms. Batchelor:

The Supplier Diversity Office (SDO) is in receipt of your certification renewal information (application). This consists of your request to renew the certification of CBA Landscape Architects, LLC and the required certification renewal information and documentation. Accordingly, SDO has updated your file with this information and documentation. No substantive review of your company was done at this time. **This letter serves as sole and exclusive proof of your firm's SDO certification.**

Based on your certification renewal information (application), the certification of CBA Landscape Architects, LLC as a woman-owned business enterprise (WBE) with the business description of **LANDSCAPE ARCHITECTURE, PLANNING** has been renewed effective the date of this letter. The company will remain listed in the SDO Directory of certified businesses and The Massachusetts Central Register, which is published by the Office of the Secretary of State unless its certification is revoked. Unless revoked, this certification will last for a period of two years and will automatically expire as of May 13, 2016, unless by that date, the certification of the company is renewed again or the company is recertified.

To renew the company's certification at that time, you will need to submit the following information to SDO no later than 30 business days prior to May 13, 2016.

- 1) All company financial statements since the date of the company's then most recent SDO certification;
- 2) A signed copy of all U.S. Tax Returns and Schedules since the date of the company's then most recent SDO renewal;
- 3) Corporations must submit all Annual Reports/Letters of Good Standing filed with the Secretary of (YOUR) State since the date of the company's then most recent renewal; and

PLEASE NOTE THAT THE FOLLOWING ITEMS 4-6 CAN BE COMBINED ON ONE NOTARIZED STATEMENT

4) A notarized statement that indicates:

"I certify under the pains and penalties of perjury that no significant changes affecting eligibility as a certified Minority/Minority-Woman/Woman business enterprise have occurred since the date of the company's then most recent date of SDO certification as defined in State regulations 425 CMR 2.00 The Massachusetts Supplier Diversity Office."

5) A notarized statement that indicates either "A or B" as referenced below.

- A. "I certify under the pains and penalties of perjury that (Insert your Company Name) has not received any contract(s) as a result of having been SDO certified."
B. "I certify under the pains and penalties of perjury that: (Insert your Company Name) has received a contract(s) as a result of having been SDO certified." List all contract names, contract amounts and the names of the agencies with which you have contracted from the date of your last SDO renewal."

6) A notarized statement that indicates:

"I certify under the pains and penalties of perjury that (Insert your Company Name) has (number) of employees for each year end given; include owner(s)."

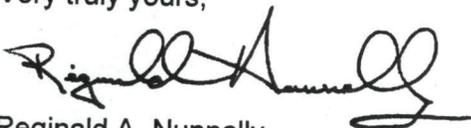
Furthermore, you have a continuing duty to notify SDO of a change in any information that is relevant to the firm's certification eligibility and to ensure that the information and documentation relied upon by SDO to certify or to maintain the certification of the business enterprise is accurate, complete and not misleading. You are required to notify SDO in writing of any change of such information or documentation within thirty calendar days. By way of example and not limitation, any change in ownership, control, investment, ongoing or independence may be considered material. Failure to abide by the continuing duty requirements shall constitute grounds for the business entity's decertification.

Additionally, every six years, certified companies that wish to remain certified must undergo a substantive review of their certification status with a SDO certification specialist who will re-evaluate the company to determine whether it continues to meet the applicable certification criteria. If you wish to recertify your company when it becomes due for substantive review, you will need to submit the applicable recertification application and all required information and documentation to SDO no later than forty-five (45) business days prior to the date of certification expiration (i.e., the recertification date). At that time, a certification specialist will be assigned to evaluate your company and will make a report and recommendation to the Certification Committee (CC) on whether or not the company continues to meet the applicable certification criteria.

As provided above in 425 CMR 2.00, if your company has a change of address or telephone number, please send a signed letter within thirty days of the change on company letterhead to notify SDO of the new address or telephone number.

During the period of your certification, if you have any further questions regarding your certification renewal, please direct them to Ms. Nedra D. White, Director of Certification, at (617) 502-8852.

Very truly yours,



Reginald A. Nunnally
Executive Director

PETER T. TIMOTHY

Peter Timothy, President of A.M. Fogarty & Associates, Inc. has been a professional construction cost estimator since 1985. His broad depth of construction experience and comprehensive experience in estimating all construction disciplines with a thorough understanding of construction cost consulting making him a valuable member of any design team.

Mr. Timothy's education includes a Bachelor of Science Degree in Construction Management from the University of Wisconsin - Platteville. He continues his education through extended education programs geared towards business and the construction industry.

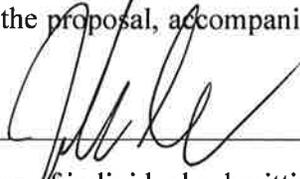
Prior to joining A.M. Fogarty in 1989, Mr. Timothy was Chief Estimator at Industrial Associates, a large union interiors contractor. His responsibilities included overseeing all public bidding, administering all filed sub-bids, and coordinating general contract work. He was also responsible for initiating "computerized" estimating as well as tracking actual project cost.

In 1989, Mr. Timothy joined A.M. Fogarty & Associates as senior estimator and replaced Al Fogarty as President in 2000. His experiences include budgeting several large scale restoration projects for the National Park Service in New York and Boston; estimating new commuter rail and light rail stations for the Massachusetts Bay Transit Authority; and work for the Massachusetts Housing and Finance Administration and Housing and Urban Development on many public housing projects.

Mr. Timothy's professional capabilities include estimating all civil, structural, architectural, mechanical and electrical trades. It is with this unique combination of abilities that Mr. Timothy has realized great success in predicting construction cost. It is also through the dedication of comprehensive estimating that his clients find his consulting invaluable in anticipating construction costs.

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity." The statement must be signed by the person signing the proposal, accompanied by the company name. [M.G.L. c.149A, §19(6)]



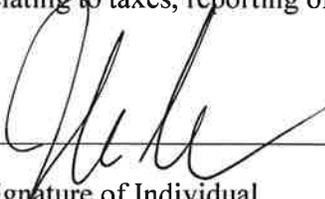
(Signature of individual submitting bid or proposal)

Donham & Sweeney Architects, Inc.

(Name of business)

TAX CERTIFICATION

Pursuant to M.G.L. Chapter 62C, Sec. 49A, and M.G.L. Ch. 151A, Section 19A, the undersigned acting on behalf of the Contractor, certifies under the penalty of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support*.



Signature of Individual

04-2944032

Federal Identification Number

By: Jeff Shaw, Principal and President Date: April 14, 2016

Corporate Officer

(Mandatory, if applicable)

**The provision in the Attestation of relating to child support applies only when the Contractor is an individual.*

***Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.*

***Federal Identification Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed or extended. This request is made under the authority of Massachusetts General Laws, Chapter 62C, Section 49A.*

STATEMENT ON MGL AND BUILDING CODE

I certify that all information is submitted under penalties of perjury and that I am familiar with the State Building Code and also Massachusetts General Laws, Chapter 149, Section 44A-44H, Section 44M, Chapter 149A, Chapter 193 of the Acts of 2004 and Chapter 30, Section 39M.



Signed

April 14, 2016
Date

Principal and President
Title